



City Council Agenda
November 18, 2024
5:30 pm in the City Council Chambers

Invocation –Doug Dent, Federated Church
Pledge of Allegiance

Call to Order
Roll Call

Resolution appointing Mike Mortenson to fill the vacant Third Ward City Council seat
Swearing in ceremony for Mike Mortenson, Ward Three City Council Member

Open Forum

- A. Approval of the Agenda
- B. Public Hearings
- C. Awarding of Bids
- D. Petitions and Communications
- E. Consent Agenda
 - 1. Motion approving the minutes from the November 4, 2024, City Council meeting, the November 13, 2024 Special Council meeting and the November 13, 2024 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution approving the 2025 traffic marking agreement with Otter Tail County
 - 4. Resolution certifying delinquent special assessments
 - 5. Resolution certifying delinquent miscellaneous invoices
 - 6. Resolution certifying delinquent utility accounts
 - 7. Resolution approving the 2025 and 2026 Police Sergeants and Lieutenants contracts which includes annual wage increases of 3.5% in 2025, and 3.5% in 2026
 - 8. Resolution approving the 2025 and 2026 Police Patrol contract which includes annual wage increases of 3.5% in 2025, and 3.5% in 2026
 - 9. Resolution approving the 2025 and 2026 Supervisors and Professionals contract which includes annual wage increases of 3.5% in 2025 and 3.5% in 2026
 - 10. Resolution to approve 2025 and 2026 Teamsters contract which includes annual wage increases of 3.5% in 2025 and 3.5% in 2026
 - 11. Resolution to approve wage increases of 3.5% in 2025 and 3.5% in 2026 for non-union employees
 - 12. Resolution approving the audit engagement letter with BerganKDV for the financial audits of 2024, 2025 and 2026
 - 13. Resolution entering into a five-year agreement with AMP Insurance for Insurance Agent of Record services

- F. Ordinance and Resolutions
- G. Presentation of Claims \$3,956,481.65
- H. Old Business/Unfinished Business
- I. New Business
- J. Miscellaneous Announcements
 - November 27 7:00 am Committee of the Whole meeting
 - November 28 All city offices and facilities closed for observance of Thanksgiving
 - November 29 Most city offices and facilities closed for observance of Thanksgiving
Thursday **AND** Friday garbage and recycling collection will take place on
Wednesday November 27
 - December 2 5:30 pm City Council meeting
City Council Meeting
2025 budget and levy presentation (6 pm or later)
- K. Adjournment to a closed meeting to discuss a real estate purchase for the Pebble Lake Golf Course and to discuss a real estate purchase on S Tower Road as allowed by MN Statute 13D.05

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



Council Action Recommendation

Page 1 of 2

Meeting Date:

11/18/24

Subject:

Appointment of Mike Mortenson to fill the Ward 3 City Council Vacancy

Recommendation:

Pass a Resolution appointing Mike Mortenson to fill the Ward 3 City Council Vacancy

If approved, Mr. Mortenson will be sworn in and seated immediately to finish out this expiring term. He will then be sworn in and seated for a new, four-year term on January 6, 2025.

Background/Key Points:

Brent Thompson submitted his resignation from the Ward 3 Council seat in a letter dated 5/10/24. A vacancy declared (Resolution #105-2024) on May 20, 2024

June 17, 2024, a work session for prospective candidates was held

June 17, 2024 Council meeting: Resolution appointing Mike Mortenson (Resolution #115-2024) failed on a 4-3 vote (a resolution needs 5 votes to pass)

July 15, 2024 Charter Commission provided update regarding their review of how to fill a vacancy

July 31, 2024 Committee of the Whole: suggestion to appoint the winner of the Ward Three seat after the General Election (November 5, 2024)

August 5, 2024 Council meeting: the motion below was passed unanimously:

Council Vacancy

At the July 31 Committee of the Whole meeting, it was suggested council take formal action to appoint the candidate receiving the most votes at the November 5 election in Ward Three at the November 18 council meeting to fill the rest of the unexpired term. The City Attorney advised the correct time to take this action after the canvassing has been completed and confirmation was made the winning candidate provided the necessary and complete finance reports. He recommended not making a resolution without naming a specific person.

Kremeier felt taking this action now would save time later this year to fill the vacant ward three council seat. Mayor Schierer felt as a candidate, that person would likely want to have their name associated with the resolution appointing them to the position. **A motion and second were made by Kremeier and Rachels inviting the ward three candidate receiving the most votes after canvassing and certifying the election to the November 18, 2024, meeting to be seated and fill the remaining unexpired term and the motion carried.**

November 5, 2024: Mike Mortenson was the successful candidate in the Ward 3 Election.

November 13, 2024: Results of the election were canvassed and certified.

November 18, 2024: The Council should adopt a resolution appointing Mike Mortenson to this vacancy.

Budgetary Impact:

None

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

City Council Minutes
November 4, 2024

The Fergus Falls City Council held a regular meeting on Monday November 4, 2024 at 5:30 pm in the City Council Chambers. Pastor Jim Johnson gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:31 pm and the following council members were in attendance: Job, Kvamme, Rufer, Kremer, Rachels, and Fish. Hicks was absent.

No one appeared for the open forum.

Approval of the Agenda

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

Housing Tax Rebate at 3408 Pebble Hills Drive

Joseph Vaughn applied for a housing tax rebate for the construction of a new single-family home at 3408 Pebble Hills Drive. The public hearing opened at 5:33 pm. As no one appeared, the hearing was closed. Fish offered [Resolution #196-2024](#) approving a property tax rebate for 3408 Pebble Hills Drive, which was seconded by Kvamme and was adopted.

Retirement of Chris Johnson

Fish offered [Resolution #197-2024](#) acknowledging the retirement and 19 years of service from Chris Johnson, which was seconded by Rachels and was adopted.

Proclamation

Mayor Schierer read a proclamation declaring November 3-9 as National Radiologic Technology Week.

Consent Agenda

The following items were approved under [Resolution #198-2024](#) by Rufer: Motion approving the following licenses: Paving/Sidewalk (2024) Dirt Dynamics; Mechanical (2024) Aquarius Home Services; Building Waste Hauler (2025) Denzel's Region Waste; Paving/Sidewalk (2025) Taves Construction/Driveway Service; Tobacco (2025) Walmart; 3.2% Malt Liquor (2025) Walmart; Sign Hanger (2025) Newman Signs, Inc; Metal Recycler (2025) Northern Metal Recycling; Full Liquor License (2025) Applebee's Neighborhood Grill/Bar; 3.2% Malt Liquor and Wine/Strong Beer Authorization (2025) A Center for the Arts. [Resolution #199-2024](#) initiating Public Improvements 5375, 7223 & 8240; combining the improvements into City Project 5964, the Cleveland Avenue street improvement project and accepting Patchin Messner's professional services proposal for the special benefit analysis in the amount of \$9,000. [Resolution #200-2024](#) initiating Public Improvements 5379, 7226 & 8241; combining these projects into City Project 5963, the Sheridan and Arlington street improvement projects; accepting Patchin Messner's professional services proposal for the special benefit analysis in the amount of \$9,500 and ordering the Preliminary Engineering Report. [Resolution #201-2024](#) entering into a lease agreement with the Marlys C. Schmidt Trust to utilize a 65-acre parcel of land for bio solids and authorizing staff to discuss the future purchase of this property. [Resolution #202-2024](#) authorizing staff to issue a Request for Qualifications (RFQ) to hire a project manager for the Fergus Falls Sculpture Walk. A 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. **Resolution #203-2024** authorizing the library to apply for a \$1,000 Claire Ann Shover grant for educational story time toys. **Resolution #204-2024** declaring fire department equipment as surplus and authorizing its disposal. The resolution was seconded by Kvamme and was adopted.

Kremeier asked for clarification regarding statements made at the last council meeting. A motion and second were made by Rufer and Fish approving October 21, 2024, City Council and October 30, 2024, Committee of the Whole minutes and the motion carried.

Resolution of Accounts

Kvamme offered a resolution authorizing the payments and claims in the amount of \$1,095,529.40, which was seconded by Rachels and was adopted.

Project Updates

Andrew Bremseth provided updates as requested at the October 21 meeting.

Pebble Lake Golf Course: City staff have been meeting with the Pebble Lake Golf Course regarding negotiations on a purchase agreement. It will be discussed at future meetings with the intention of closing on the 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 city's acquisition of the former dairy site from the Port Authority, river buffer trail construction and two rail crossing improvements. The city has signed the grant agreement with DEED and once the buffer parcel is finalized, the acquisition can take place. Trail construction is anticipated in 2025. The Port Authority has had initial conversations with potential housing developers. The biggest hurdle is the cost of construction, infrastructure and site access.

Code of Conduct: The City Attorney addressed questions posed to him by the council regarding the Code of Ethics. Any further action by the council should follow the procedures of the Code of Conduct adopted by the council as it is self-policed and enforced by the council.

After several miscellaneous announcements, it was announced the downtown riverfront project was awarded the MN Chapter of American Public Works as the project of the year.

The meeting adjourned at 5:48 pm

Lynne Olson

Special Council Meeting
November 13, 2024

The Fergus Falls City Council held a special meeting on Wednesday November 13, 2024, at 7:00 am in the City Council Chambers to canvass the 2024 General Election results. Mayor Schierer called the meeting to order, and the following council members were in attendance: Job, Kvamme, Kremer, Rachels, Hicks and Fish. Rufer was absent.

The results of the November 5, 2024, General Election were presented:

Mayor	4-year term	Anthony Hicks
City Council Ward One	4-year term	Jim Fish
City Council Ward Two	4-year term	Mark Leighton
City Council Ward Three	4-year term	Mike Mortenson
City Council Ward Four	4-year term	Laurel Kile

Job offered **Resolution #205-2024** certifying the results of the 2024 General Election, which was seconded by Rachels and was adopted.

The meeting adjourned at 7:03 am.

Lynne Olson

Committee of the Whole Meeting
November 13, 2024

The Fergus Falls City Council held a Committee of the Whole meeting on Wednesday November 13, 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: Job, Kvamme, Kremeier, Rachels, Hicks and Fish. Rufer was absent.

Audit Engagement Letter

BerganKDV submitted an engagement letter for the required 2024, 2025 and 2026 year-end audits. The rates for all three years are \$41,600 for the city's financial audit; \$4,400 to audit the component units and \$4,500-\$6,500 for federal single audits if the city receives more than \$750,000 in federal funds. Finance Director Bill Sonmor explained the fee for the component funds covers both Visit Fergus Falls and PEG Access and these organizations are charged for their share of the audit costs. A motion and second were made by Fish and Kvamme to recommend the council approve the audit engagement letter with BerganKDV for the financial audits of 2024, 2025 & 2026 and the motion carried.

Insurance Services

The city purchases property and liability insurance and workers compensation insurance through the League of Minnesota Cities Insurance Trust. The city has contracted with AMP Insurance for agent services with a 5% commission for the property and liability insurance and 0.5% for workers compensation. The five-year contract with AMP expires at the end of the year. AMP has proposed raising the rate for their workers compensation from 0.5% to 0.6% (a \$512 increase) and making no changes to their rate of commission. A motion and second were made by Rachels and Fish to recommend the council approve the renewal of a five-year agreement with AMP Insurance for Insurance Agent of Record services and the motion carried.

Information Technology System

Sonmor updated the council that the planned migration to Civic Systems LLC will begin in early summer of 2025. The city's core financial and accounting systems will change over first followed by the implementation public facing system next fall.

Labor Contracts

Human Resources Director Mike Hartwell reported all bargaining units representing city employees have signed agreements for two-year contracts in 2025 and 2026. The five groups represent Sergeants and Lieutenants; Police Patrols; Supervisors and Professionals; Teamsters and Non-Union employees. Each bargaining unit has agreed to a 3.5% increase in wages for 2025 and a 3.5% increase in wages for 2026. The increases and insurance costs have been factored into the 2025 budget. A motion and second were made by Rachels and Hicks to recommend the council approve the 2025 and 2026 contracts for each labor group and non-union employees and the motion carried.

Kremeier announced a town hall meeting will be held on November 20 at 6 pm at the Fergus Falls Public Library. The meeting adjourned at 7:18 am.

Lynne Olson

FOR COUNCIL MEETING NOVEMBER 18, 2024

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

Mechanical (2024)

Bill Olson Plumbing Inc.

Mechanical (2025)

Bjorn's Heating & A/C

Precise Refrigeration, Heating & A/C

Tobacco (2025)

Fleet Farm

Waste Hauler/Demo (2025)

Dakota Rolloff Services

BC Disposal

Excavator (2025)

Ripley's Inc.

Paving/Sidewalk

Mark Lee Asphalt & Paving

Fireworks Display

RES Pyro for fireworks display on December 7, 2024

Hemp-Derived THC (2025)

Elevate Cannabis Dispensary LLC



Council Action Recommendation

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Meeting Date: November 18, 2024

Subject: Traffic Markings

Recommendation: Adopt a resolution allowing the City of Fergus Falls to partner with Ottertail County on annual traffic markings/roadway striping.

Background/Key Points: The City and County have partnered to have traffic markings done for many years. We provide the county with a map of the areas to be marked, and they take care of the bidding process and manage the contract. City staff prepares the routes by placing markers and pre-sweeping the areas to be marked and accompanying the crew that does the actual painting.

Budgetary Impact: The cost for markings last year was almost \$11,000. Historically, this cost has been covered by an allocation of Municipal State Aid funds.

Originating Department: Public Works

Respectfully Submitted: Len Taylor

Attachments:

RESOLUTION #__-2024
TRAFFIC MARKING
CITY OF FERGUS FALLS

WHEREAS, the City of Fergus Falls, hereinafter called the "Owner", has deemed this project to be necessary and beneficial.

NOW THEREFORE BE IT RESOLVED that the following request is approved by the Owner and Otter Tail County is hereby requested to take the necessary action to have the work completed.

BE IT FURTHER RESOLVED that the work may be included in future county contracts, added to existing county contracts or by any other method deemed to be the most advantageous by Otter Tail County after consulting with the Owner.

TYPE OF REQUEST: Traffic Marking

LOCATION: Throughout the City of Fergus Falls

APPROXIMATE LENGTH: 120 miles

BE IT FURTHER RESOLVED, that the Owner shall be responsible for all project costs, including engineering.

The above and foregoing resolution was offered at a regular meeting of the City Council held on November 18, 2024, by Council Member ___ who offered its adoption, was seconded by Council Member ___ and adopted by the following vote:

AYES:

NAYES:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71001500095013	JENSEN FAMILY TST	334.31	9
	36309 AUGUSTANA DR BATTLE LAKE MN 565159361		
71001500095013	JENSEN FAMILY TST	385.45	55
	36309 AUGUSTANA DR BATTLE LAKE MN 565159361		
71001500095014	ALT FAMILY REV LIV TST	651.01	9
	1802 SHOREVIEW DR FERGUS FALLS MN 565374212		
71001500095014	ALT FAMILY REV LIV TST	569.58	55
	1802 SHOREVIEW DR FERGUS FALLS MN 565374212		
71001500095015	STEPHEN A & SARAH E MOLINE	2,814.15	55
	1827 PEBBLE LAKE GOLF DR FERGUS FALLS MN 565378526		
71001990327000	JAMES P GRAFFEO	151.34	55
	416 E VERNON AVE FERGUS FALLS MN 565372928		
71001990412000	STEPHANIE J & ANDREW R AUCK	590.05	55
	224 E ALCOTT AVE FERGUS FALLS MN 565372905		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71001990517000	TONY D MOTZ	296.48	55
	526 E ADOLPHUS AVE FERGUS FALLS MN 565373702		
71001990636001	CALEB & SARAH LARSON	618.02	55
	906 S WHITFORD ST FERGUS FALLS MN 565373521		
71001990826000	WHITNEY WILLIAMS	166.90	12
	526 E VASA AVE FERGUS FALLS MN 565373026		
71002500005000	KEVIN RAY SHUCK	388.65	55
	1722 COUNTY HIGHWAY 111 FERGUS FALLS MN 565374408		
71002500093001	RENN D JR & DANA L MCCLAFLIN	714.31	9
	1040 E MOUNT FAITH AVE FERGUS FALLS MN 565372331		
71002990718000	MICAH & ELIZABETH FOURNIER	491.28	55
	719 N CLEVELAND AVE FERGUS FALLS MN 565371423		
71002990719000	FRANK ROBLES	526.98	55
	715 N CLEVELAND AVE FERGUS FALLS MN 565371423		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71002990784000	SCOTT C GUNVALDSON	126.84	55
	317 N CASCADE ST FERGUS FALLS MN 565372210		
71002990785000	JEREMY & AMBER KRAFNICK	126.84	55
	313 N CASCADE ST FERGUS FALLS MN 565372210		
71002990893000	DAWN J SCHROEDER	563.90	19
	622 E HIGHLAND AVE FERGUS FALLS MN 565372213		
71002990896000	TODD GARRETT ANDERSON	117.29	19
	626 E HIGHLAND AVE FERGUS FALLS MN 565372213		
71002990896000	TODD GARRETT ANDERSON	417.45	55
	626 E HIGHLAND AVE FERGUS FALLS MN 565372213		
71002990899000	KURT KUBITZ	845.85	19
	613 E SUMMIT AVE FERGUS FALLS MN 565372228		
71002990901000	MARK E BIGWOOD	820.48	19
	404 N SHERIDAN ST FERGUS FALLS MN 565372224		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71002990901000	MARK E BIGWOOD 404 N SHERIDAN ST FERGUS FALLS MN 565372224	148.32	55
71002990907000	ERIC F & AMANDA M MAGNUSON 706 E MOUNT FAITH AVE FERGUS FALLS MN 565372222	845.85	19
71002990908000	NICOLE & DANIEL L GAINES 721 E MOUNT FAITH AVE FERGUS FALLS MN 565372279	845.85	19
71002990911000	DWIGHT BEEBOUT 32908 BLUEGILL DR UNDERWOOD MN 565869321	676.68	19
71002990912000	DAVID EDWIN KANTRUD 718 E MOUNT FAITH AVE FERGUS FALLS MN 565372222	733.07	19
71002990925000	WYNN HUGHES 717 E SUMMIT AVE FERGUS FALLS MN 565372230	845.85	19
71002990928000	ALFRED L & SANDRA C GAINES 705 E SUMMIT AVE FERGUS FALLS MN 565372230	563.90	19

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71002990930000	ANDREW BYE	563.90	19
	635 E SUMMIT AVE FERGUS FALLS MN 565372228		
71002991097000	MATTHEW D & KARA L JOHNSON	810.59	55
	620 N BURLINGTON AVE FERGUS FALLS MN 565372318		
71002991107002	PRENT & MARY MARKEL	663.44	9
	829 E MOUNT FAITH AVE FERGUS FALLS MN 565372327		
71002991212000	KEVIN J & DANETTE M PALMER	301.90	55
	1427 TERRACE DR FERGUS FALLS MN 565371741		
71002991460000	GRANT & MICHELE M HARDING	323.27	9
	1105 E MOUNT FAITH AVE FERGUS FALLS MN 565372332		
71002991658000	CHRIS W & BRENDA L CARLSON	388.65	55
	1212 STONY BROOK MNR FERGUS FALLS MN 565374415		
71002991899000	KIMBERLY S & WYATT J DANIELSON	1,051.54	55
	2027 TOWER VIEW RD FERGUS FALLS MN 565374642		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71002992136000	G & S HOLDINGS LLC ATTN PLUMBERS INC 1504 PEBBLE LAKE RD FERGUS FALLS MN 565373857	191.16	55
71002992137000	G & S HOLDINGS LLC ATTN PLUMBERS INC 1504 PEBBLE LAKE RD FERGUS FALLS MN 565373857	191.16	55
71002992138000	G & S HOLDINGS LLC ATTN PLUMBERS INC 1504 PEBBLE LAKE RD FERGUS FALLS MN 565373857	191.16	55
71003500008009	MARK D FARNAM REAL ESTATE LLLP 6408 15TH ST N FARGO ND 581026019	224.27	9
71003500119000	DONALD MARTIN JR & C R FRAZIER 706 W LAUREL ST FERGUS FALLS MN 565371833	472.14	24
71003500120000	BRUCE A & MARTHA M AUSTAD 27748 BREKKE LAKE RD FERGUS FALLS MN 565378026	472.14	24
71003500120000	BRUCE A & MARTHA M AUSTAD 27748 BREKKE LAKE RD FERGUS FALLS MN 565378026	240.20	55

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71003500128000	JONATHAN & EMILY STRINGHAM 711 W LAUREL ST FERGUS FALLS MN 565371832	447.10	24
71003500131000	BENJAMIN WEDLL & AMY BENNETT 717 W LAUREL ST FERGUS FALLS MN 565371832	447.10	24
71003990342000	US BANK NA ATTN RYAN PTS DEPT 908 PO BOX 460169 HOUSTON TX 770568169	465.03	24
71003990345000	NIKI I EVENSON 501 W STANTON AVE FERGUS FALLS MN 565372507	389.65	24
71003990473000	LACEY ALBRIGHT 428 SPRUCE ST FERGUS FALLS MN 565371944	204.88	55
71003990510000	SCOTT T & ANGELA J HAUGE 423 W LAUREL ST FERGUS FALLS MN 565371933	338.12	12
71003990552000	ANDREW N & NICHOLAS M CROSS 930 N VINE ST FERGUS FALLS MN 565371321	265.79	55

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71003990681000	DANIEL R ROEHL JR	481.62	55
	416 N UNION AVE FERGUS FALLS MN 565372131		
71003990858000	KERRI HOLM	447.10	24
	PO BOX 771 FERGUS FALLS MN 565380771		
71003990859000	FRANCIS J JOHNSON	447.10	24
	517 W SUMMIT AVE FERGUS FALLS MN 565372014		
71003990950000	SCOTT HARSTAD	469.46	24
	538 W STANTON AVE FERGUS FALLS 565372508		
71003990953000	CAMERON GREENLEY ET AL	469.46	24
	512 W STANTON AVE FERGUS FALLS MN 565372508		
71003990956000	LISA RUNNINGEN	938.93	24
	506 W STANTON AVE FERGUS FALLS 565372508		
71003990994000	KIMBERLY A KARCH ARMSTRONG	788.70	24
	535 W STANTON AVE FERGUS FALLS MN 565372507		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71003991048000	STEVEN C LEE & SANDRA SHEARER	648.29	24
	638 W LAUREL ST FERGUS FALLS MN 565371938		
71003991056000	BRUCE A & MARTHA M AUSTAD	202.64	55
	27748 BREKKE LAKE RD FERGUS FALLS MN 565378026		
71003991057000	JAMI JENSEN	183.08	55
	509 SPRUCE ST FERGUS FALLS MN 565371945		
71003991094000	TEDD MUCHOW	447.10	24
	530 W LINDEN ST FERGUS FALLS MN 565372029		
71003991106000	KATE & ALEXANDER MANNING	447.10	24
	617 W LAUREL ST FERGUS FALLS MN 565371937		
71003991107000	JAMES A & MICHELLE A SHEARER	447.10	24
	625 W LAUREL ST FERGUS FALLS MN 565371937		
71003991110000	REBECCA L NELSON	447.10	24
	633 W LAUREL ST FERGUS FALLS MN 565371937		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71003991137000	LANCE G & ANGELA J NORD	234.80	55
	640 W SUMMIT AVE FERGUS FALLS MN 565372017		
71003991149000	DONAVIN MARCZAK	447.10	24
	527 W LINDEN ST FERGUS FALLS MN 565372028		
71003991152000	SUNNIE HEDSTROM BERG	473.93	24
	537 W LINDEN ST FERGUS FALLS MN 565372028		
71003991155000	STEVEN D MEYER	447.10	24
	548 W SUMMIT AVE FERGUS FALLS MN 565372015		
71003991156000	CINDY C JENSEN	447.10	24
	544 W SUMMIT AVE FERGUS FALLS MN 565372015		
71003991162000	SANDRA KAY & JON JAY RICHARDS	447.10	24
	524 W SUMMIT AVE FERGUS FALLS MN 565372015		
71003991163000	KENNETH A & KATHLEEN M IRISH	447.10	24
	516 W SUMMIT AVE FERGUS FALLS MN 565372015		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71003991165000	SARAH GULLICKSON 506 W SUMMIT AVE FERGUS FALLS MN 565372015	447.10	24
71003991170000	DANA S KLEVGAARD 106 W SUMMIT AVE FERGUS FALLS MN 565372139	126.84	55
71004990071000	ROBERT L & LOIS E RUSSELL 506 S UNION AVE FERGUS FALLS MN 565372709	2,003.12	55
71004990096000	ELAINE KOLLE 614 S OAK ST FERGUS FALLS MN 565372615	174.03	55
71004990103000	HANNAH MARIE MACHADO 714 S OAK ST FERGUS FALLS MN 565372616	223.26	12
71004990163000	ALVIN A ANHORN & TERRI L FIELD 701 S UNION AVE FERGUS FALLS MN 565372712	279.04	12
71004990169000	JENNIFER LEMKE 214 W ALCOTT AVE FERGUS FALLS MN 565372725	445.95	12

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71004990327000	ARTURO VILLAGOMEZ FRANCO	418.57	12
	304 1ST ST SE PELICAN RAPIDS MN 565724503		
71004990334000	ALLEN E WIESE	418.57	12
	216 W CHANNING AVE FERGUS FALLS MN 565372731		
71004990337000	JAIME BRAUSE	368.33	12
	113 W BANCROFT AVE FERGUS FALLS MN 565372726		
71004990340000	AARON J & STEPHANIE M GREEN	690.19	12
	125 W BANCROFT AVE FERGUS FALLS MN 565372726		
71004990341000	CALVIN GEE SAIE	279.04	12
	126 W CHANNING AVE FERGUS FALLS MN 565372729		
71004990342000	MELONIE ISAAC	279.04	12
	124 W CHANNING AVE FERGUS FALLS MN 565372729		
71004990459001	EMILYN P HAUGEN	109.20	9
	314 W ADOLPHUS AVE FERGUS FALLS MN 565373308		

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
71004990464002	NICOLE M EDLER 326 W GUSTAVUS AVE FERGUS FALLS MN 565373311	540.10	9
71004990531000	CINDY LOU & JOHN STRAUCH 519 W VASA AVE FERGUS FALLS MN 565372621	212.64	12
71004990540000	CHRISTOPHER HAAVIG 520 W ALCOTT AVE FERGUS FALLS MN 565372606	212.64	12
71004990602000	ERIC OWUSU 15239 73RD ST NE OTSEGO MN 553305537	106.32	12
71004990628000	SCOTT E & HEIDI M ANDERSON 810 S COURT ST FERGUS FALLS MN 565372735	336.53	12
71004990638000	TIMOTHY & NICHOLE HAUGE 816 S COURT ST FERGUS FALLS MN 565372735	334.85	12
71004990860000	MICHAEL C & BETH L THORSON 1316 S MARTIN ST FERGUS FALLS MN 565373300	3,085.66	55

Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Parcel	Owner Name/Address	Amount Certified	Local
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Date: 11/14/24

SPECIAL ASSESSMENTS CERTIFICATION REPORT
FOR YEAR ENDING November 14, 2024

Local	Certified
9	3,559.91
12	5,109.99
19	7,422.62
24	11,847.13
55	17,980.25
Grand Totals	45,919.90

MEMO TO: Mayor and City Council
 DATE: 11/5/2024
 FROM: William K Sonmor, Finance Director
 SUBJECT: 2024 Certifications - Miscellaneous Invoices

Please certify the following accounts receivable amounts for collection by the Otter Tail County Auditor with taxes against said property.

Owner/Mailing address	Amount	Service	Service Address	Parcel No.
IRFAN & KOSA BEGANOVIC 407 W FIR AVE APT 12 FERGUS FALLS, MN 56537-1363	593.91	MOWING 6/14/24, 8/13/24	634 W STANTON AVE	71003990971000
BOBCAT CAPITAL LTD PO BOX 35 TUALATIN, OR 97062-0035	3,379.50	MOWING 11/15/23, 6/12/24, 7/1/24, 7/22/24, 8/6/24, 9/3/24	528 WESTERN AVE	71003500195015
TIMOTHY BOROWSKI 3022A LAKE SHORE DR MINNEAPOLIS, MN 88749-75/6	240.53	MOWING 9/3/24	HOOT LAKE ACRES PARCEL LEGAL DESCRIPTION LOT 15 & WLY 1/2 LOT 16	71002991706000
NATHAN EIDE 528 W SUMMIT AVE FERGUS FALLS, MN 56537	142.63	MOWING 7/15/24	528 W SUMMIT AVE	71003991159000
FRIENDS & ALLIES PROJECT CORP 30045 W STALKER RD DALTON, MN 56324-4684	270.09	MOWING/WEED SPRAYING 8/13/24	638 W STANTON AVE	71003990970000
KAREN S GUNDERSON-ZILLMER 515 SPRUCE ST FERGUS FALLS, MN 56537	335.46	MOWING 11/16/23	515 SPRUCE ST	71003991059000
AUSTIN HENNEN 26591 240TH ST WENDELL, MN 56590-9706	2,782.75	WEED SPRAYING 8/24/23 MOW/TRIMMING/DISPOSAL 8/13/2024	128 S TOWER RD	71003500195055
DALIA HERNANDEZ 1017 N UNION AVE FERGUS FALLS, MN 56537	283.05	REPLACEMENT FROZEN WATER METER CHARGES	1017 N UNION AVE	71003990429000

BRANDON R HILL ATTN JENNY SORUM 105 E FIR AVE FERGUS FALLS, MN 56537	501.58 MOWING 7/24/24	105 E FIR AVE	71002990633000
KERRI HOLM PO BOX 771 FERGUS FALLS, MN 56537	1,765.35 MOWING/TREE TRIMMING 6/27/24	515 W SUMMIT AVE	71003990858000
KENNETH A IRISH 516 W SUMMIT AVE FERGUS FALLS, MN 56537	142.63 MOWING 7/15/24	516 W SUMMIT AVE	71003991163000
ALESHIA KAVAKIAN 514 E ADOLPHUS AVE FERGUS FALLS, MN 56537	239.93 MOWING 9/11/23	514 E ADOLPHUS	71001990520000
PAMELA J LOOMER 105 S BROADWAY FERGUS FALLS, MN 56537	383.16 MOWING 7/15/24 & 7/29/24	529 W CHANNING	71004990262000
WILLIAM MADISON 2809 BAYVIEW HEIGHTS DR FERGUS FALLS, MN 56537	234.60 MOWING 8/13/24	2809 BAYVIEW HTS DR	71002991736000
AUGUSTUS MAKOVSKY 401 W DOUGLAS AVE FERGUS FALLS, MN 56537	436.33 MOWING	401 W DOUGLAS AVE	71004990392000
DONAVIN MARCZAK 527 W LINDEN ST FERGUS FALLS, MN 56537	371.06 MOWING 7/15/24	527 W LINDEN ST	71003991149000
STEVEN D MEYER 548 W SUMMIT AVE FERGUS FALLS, MN 56537	207.88 MOWING 7/15/24	548 W SUMMIT AVE	71003991155000
STEVEN D MOEN 1116 S WHITFORD ST FERGUS FALLS, MN 56537	774.98 MOWING 6/12/24 & 8/6/24	1116 S WHITFORD ST	71001990714000

DIVENISH PATEL 682 W RIVER DR NEW LONDON, MN 56273-8519	519.39 MOWING/TRIMMING 9/12/24-9/13/24	221 E LINCOLN AVE	71002990206000
MARILYN JAYNE PHELPS 722 S UNION AVE FERGUS FALLS, MN 56537	1,401.04 DISEASED TREE REMOVAL	722 S UNION AVE	71004990177000
SANDRA KAY RICHARDS 524 W SUMMIT AVE FERGUS FALLS, MN 56537	142.63 MOWING 7/15/24	524 W SUMMIT AVE	71003991162000
WAYNE D RIPLEY 25368 COUNTY HIGHWAY 24 ERHARD, MN 56534-9406	2,387.47 MOWING 6/14/24, 7/1/24, 7/8/24, 7/22/24, 8/6/2024 & 8/24/24	804 N AURDAL	71002990484001
EVELYN RODRIGUEZ 812 W SUMMIT AVE FERGUS FALLS, MN 56537	338.41 MOWING 7/23/24	812 W SUMMIT AVE	71003991204000
ROGER SCHLESKE 311 10TH AVE SW PELICAN RAPIDS, MN 56572	914.91 Mowing 11/15/23, 6/13/24 & 7/10/24	515 E CHERRY	71002991052000
WILLIAM C STOCK 12535 FALLCREEK LN CERRITOS, CA 90703	371.06 MOWING 7/8/24	522 E HAMPDEN	71001990256000
SANDRA THOMPSON 513 E VERNON AVE FERGUS FALLS, MN 56537	872.64 MOWING 7/9/24 & 7/10/24	513 E VERNON AVE	71001990802000
TWIN FOUNTAIN DEVELOPERS LLC 3515 PEBBLE HILLS DR FERGUS FALLS, MN 56537	436.33 Mowing 7/10/24	424 WOODLAND DR(DITCH)	71002991917000
CYNTHIA WEISERT 418 W SUMMIT AVE FERGUS FALLS, MN 56537	899.26 DISEASED TREE REMOVAL	821 S PECK ST	71001990224000
BRADY K YOUNG 514 W LAUREL ST FERGUS FALLS, MN 56537	207.88 MOWING 7/23/24	514 W LAUREL ST	71003991076000



112 West Washington Ave.
Fergus Falls, MN 56537
Phone: 218-332-5400
Fax: 218-332-5449

e-mail: city.hall@FergusFallsMN.gov
www.FergusFallsMN.gov

To: Mayor and City Council
From: William K. Sonmor, Finance Director
Subject: Delinquent Utility Accounts Certifications
Date: November 14, 2024

I hereby recommend the City Council adopt a resolution certifying the following delinquent utility billings to the tax rolls:

Owner of Record	Property Address	Parcel ID	Amount
SUSAN MCLEMORE	808 S OAK ST	71004990604001	\$ 73.13
PAUL D MAYER	116 W CHANNING AVE	71004990344000	\$ 45.54
EMPIRE CAPITAL LLC	920 S CALVIN ST	71004990244000	\$ 298.22
PAMELA LOOMER	529 W CHANNING AVE	71004990262000	\$ 83.33
STEVE GEASE	1405 WILLIAMS AVE	71004500020000	\$ 91.04
SAMANTHA THATCHER	1414 W DOUGLAS AVE	71004500006001	\$ 47.75
DAVID WEINRICH-DWP,LLC	419 W DOUGLAS AVE	71004990395000	\$ 100.96
AUGUSTUS MAKOVSKY	401 W DOUGLAS AVE	71004990392000	\$ 424.52
WM ANDERSON & REBECCA JOBE	315 W DOUGLAS AVE	71004990401003	\$ 101.14
HEATHER SYNSTELIEN	117 E EVERETT AVE	71001990483000	\$ 88.76
DENNIS W HAGSTROM	210 W EVERETT AVE	71004990738001	\$ 158.50
ABIGAIL HOLMQUIST	109 W ADOLPHUS AVE	71004990439001	\$ 795.08
LEROY TYSDAL	415 W ADOLPHUS AVE	71004990492000	\$ 458.53
DAVID WEINRICH-DWP,LLC	1317 S UNION AVE	71004990468000	\$ 386.05
PHILIP PETERSON	1209 S VINE ST	71004990460000	\$ 931.60
DEBORAH TEBERG	612 E ADOLPHUS AVE	71001990548000	\$ 68.27
RHONDA JENSEN	513 E ADOLPHUS AVE	71001990501000	\$ 497.09
DUANE EHLERS	502 E GUSTAVUS AVE	71001990743000	\$ 148.39
STEVE SAMUELSON	1321 S BURLINGTON AVE	71001990543001	\$ 11.79
ADAM JENSEN	910 S SHERIDAN ST	71001990633002	\$ 313.39
RUSSELL&DONNA HALL	1208 S SHERIDAN ST	71001990718001	\$ 10.62
PHILLIP BARRY	1112 S MABELLE AVE	71001990692001	\$ 718.77
PAUL SANDER	811 S CASCADE ST	71001990903000	\$ 1,127.68
JENNI STUEVE	801 S CASCADE ST	71001990197001	\$ 21.38
125 MILL LLC	914 E CHANNING AVE	71001990859000	\$ 160.90
NORTHERN EDGE CONTRACTING	1520 PEBBLE LAKE RD STE 4	71001500045001	\$ 320.19
AGASSIZ CONCRETE PUMPING	1520 PEBBLE LAKE RD UNIT 6	71001500045001	\$ 323.56
DAVID WEINRICH-DWP,LLC	407 E VASA AVE	71001990333000	\$ 96.97
COREVIS INVESTMENTS	217 E VASA AVE	71001990356000	\$ 98.15
AB HOUSING LLC	916 E VERNON AVE	71001500025000	\$ 15.78
TIM CRAMER	607 E VERNON AVE	71001990795000	\$ 435.69
DAKOTA KLEINSASSER	607 E VERNON AVE	71001990268002	\$ 98.36
SANDRA THOMPSON	513 E VERNON AVE	71001990802000	\$ 325.12

Owner of Record	Property Address	Parcel ID	Amount
NICK ADLER & SHELBY MESSENGER	413 E VERNON AVE	71001990306000	\$ 830.34
DELLA HULTER	309 E VERNON AVE	71001990295002	\$ 19.24
PETER KROG	223 E VERNON AVE	71001990285000	\$ 92.20
SHAWNA ZELINSKY	706 S SHERIDAN ST	71001990381000	\$ 15.23
BRYON SHAW & ALYSSA MARQUEZ	605 S PECK ST	71001990607000	\$ 24.98
ANDREW MARTIN	1017 E VASA AVE	71001990604000	\$ 68.54
RANDY HIGHLAND	1008 E VASA AVE	71001990213000	\$ 89.41
CHARLIE OLSON	220 W VERNON AVE	71004990066000	\$ 182.14
ASHTON RIECK	212 W ALCOTT AVE	71004990170000	\$ 113.78
KEVIN MOORE	424 W ALCOTT AVE	71004990599000	\$ 602.98
ERIC OWUSU	724 S OAK ST	71004990602000	\$ 12.46
LANGMAN PROPERTIES,LLC	504 E WASHINGTON AVE	71001990083000	\$ 183.48
LUREEN ESTATE	413 E JUNIUS AVE	71001990094000	\$ 43.39
LUCAS WOOLHOUSE	702 E JUNIUS AVE	71001990254000	\$ 50.00
JENNIFER VOLD	716 E JUNIUS AVE	71001990253000	\$ 480.04
CONNIE HOVLAND	724 E JUNIUS AVE	71001990247000	\$ 81.28
RIVER CITY AUTO	507 S SHERIDAN ST	71001990308000	\$ 240.57
LORI ARD	826 E HAMPDEN AVE	71001990763000	\$ 31.91
CINDY SHIPPEE	718 RIVERSIDE CT	71001990438000	\$ 98.43
RAIL AMERICA#OTVR0410	421 E LINCOLN AVE	71001994001000	\$ 17.97
ONE LOVE REALTY LLC	221 E LINCOLN AVE	71002990206000	\$ 127.11
RODNEY C.SELL	506 S COURT ST	71004990063000	\$ 139.31
JOHN ANGUS	510 N CLEVELAND AVE	71002990875000	\$ 24.27
FRANK ROBLES	715 1/2 N CLEVELAND AVE	71002990719000	\$ 992.49
LANDEN LIVESAY & EVA CROCKET	811 N CLEVELAND AVE	71002990704005	\$ 341.37
SHARRI MARTYN	718 E LAKESIDE DR	71002990727000	\$ 105.66
GINNY LOGAN	716 E LAKESIDE DR	71002990728000	\$ 122.46
RICHARD & JESSICA SWANSON	308 N MILL ST	71002990789000	\$ 923.72
DUTCHMEN ENTERPRISES	103 E SUMMIT AVE	71002990788000	\$ 196.90
THOMAS SUKO	324 N CASCADE ST	71002990804000	\$ 52.09
BRIGHTER CONNECTIONS CHILD CARE	204 N CASCADE ST	71002990170000	\$ 68.64
DARYL MATTHEW	212 1/2 W LINCOLN AVE	71003990251000	\$ 172.73
MICHAEL LORENO	220 W LINCOLN AVE	71003990249000	\$ 61.69
ROAD RUNNER RECYCLING INC	202 W CAVOUR AVE	71003991883000	\$ 68.60
COREVIS INVESTMENTS	118 W SUMMIT AVE	71003991172000	\$ 264.63
MARK FRAIRE	211 W CHURCH ST	71003990689000	\$ 372.90
ALYSSA MCMEINS	706 W LINCOLN AVE	71003500136000	\$ 121.02
JEAN CLASS	808 W LINCOLN AVE	71003991297000	\$ 47.79
WESTRIDGE MALL	2001 W LINCOLN AVE	71003500195030	\$ 2,689.96
WESTRIDGE MALL	2001 W LINCOLN AVE	71003500195030	\$ 14,675.00
DAVID WEINRICH-DWP,LLC	805 W LINCOLN AVE	71003991313000	\$ 154.40
BOBCAT CAPITAL LTD	528 WESTERN AVE	71003500195015	\$ 2,065.37
OVERWATCH EMPIRE LLC	168 S TOWER RD	71003991511000	\$ 397.79
OVERWATCH EMPIRE LLC	164 S TOWER RD	71003991511000	\$ 1,517.98
YVONNE SHEPPARD	211 LANA CT	71003991642000	\$ 68.23
DUANE EHLERS	612 W STANTON AVE	71003990974000	\$ 126.97
DREW NELSON	616 W STANTON AVE	71003990974000	\$ 133.65

Owner of Record	Property Address	Parcel ID	Amount
DAVID WEINRICH-DWP,LLC	905 W STANTON AVE	71003500172001	\$ 108.06
ROBERT HUCKEBY	643 W STANTON AVE	71003990985000	\$ 43.04
NIKI EVENSON	501 W STANTON AVE	71003990345000	\$ 572.19
LISA ROBINSON	911 W CAVOUR AVE	71003991302000	\$ 433.55
VALERIE KELLER	821 W CAVOUR AVE	71003991288000	\$ 879.42
LANGMAN PROPERTIES,LLC	729 W CAVOUR AVE	71003991269000	\$ 258.09
CYNTHIA WEISERT	418 W SUMMIT AVE	71003990518000	\$ 109.28
MARK HEINTZ	708 W SUMMIT AVE	71003991190000	\$ 98.63
KAYTLIN WINKLES	728 W SUMMIT AVE	71003991185000	\$ 376.70
DAVID WEINRICH-DWP,LLC	818 W SUMMIT AVE	71003991202000	\$ 288.10
ERIN RODER	641 W SUMMIT AVE	71003990885000	\$ 93.03
AB HOUSING LLC	626 W LINDEN ST	71003991119000	\$ 105.66
BRIAN JORGENSON	634 W LINDEN ST	71003991117000	\$ 127.34
DAVID STIGEN	1003 W LINDEN ST	71003991422000	\$ 352.77
THERESA P GALLAGHER	826 W MAPLE AVE	71003991369000	\$ 20.50
JAKE ECKER	615 N BUSE ST	71003500106000	\$ 54.27
TAMOISHA & DANTE BREEDING	616 N BUSE ST	71003991027000	\$ 102.06
KEVIN & LORI DIAZ-LANE	511 W MAPLE AVE	71003990837000	\$ 119.03
LACEY ALBRIGHT	428 SPRUCE ST	71003990473000	\$ 18.38
RYAN PETERSON	500 SPRUCE ST	71003991017000	\$ 260.22
KAREN GUNDERSEN	515 SPRUCE ST	71003991059000	\$ 89.41
ISAIAH GROSS	327 SPRUCE ST	71003990490000	\$ 16.09
SHARON CARR	418 W LAUREL ST	71003990485000	\$ 17.94
BEN SALAZAR JR	612 W LAUREL ST	71003991039000	\$ 500.40
DENNIS & HEIDI LIEN	503 N 1ST AVE	71003500134000	\$ 99.35
EMPIRE CAPITAL LLC	414 N BROADWAY	71003991087000	\$ 412.77
TINA FABIAN	418 N BROADWAY	71003991088000	\$ 108.37
JOHN KOZA	1110 N BROADWAY	71003990716000	\$ 30.49
JOANNA BRAUN	1025 N BROADWAY	71003500075004	\$ 87.34
TYLER & ANNA ANDERSON	715 N BROADWAY	71003990808000	\$ 91.22
AUSTIN WILLIAMSON	716 W 7TH AVE	71003991349001	\$ 97.54
KENNETH HOWE	724 W 7TH AVE	71003991349000	\$ 96.34
STEVE & DAWN LACOURSIERE	621 W 7TH AVE	71003990825000	\$ 112.49
RODNEY BROWN	730 W BIRCH AVE	71003991404000	\$ 26.28
RICHARD JONES	1010 N BUSE ST	71003500073001	\$ 268.23
CAMERON DEAN	828 W BEECH AVE	71003991328000	\$ 101.15
ROGER & REBECCA ENGLESON	410 W CEDAR AVE	71003990384002	\$ 122.14
STEVE PITTS	412 W 7TH AVE	71003990585000	\$ 19.02
KEVIN MOORE	507 W 7TH AVE	71003990786000	\$ 95.73
DKS PROPERTIES	816 N VINE ST	71003990597000	\$ 190.44
SAMUEL HERZOG	1109 N VINE ST	71003990394000	\$ 57.24
EMPIRE CAPITAL LLC	725 N VINE ST	71003990615000	\$ 261.10
DAVID WEINRICH-DWP,LLC	717 N VINE ST	71003990616000	\$ 128.88
CORY BUDKE	1103 N OAK ST	71003990721000	\$ 98.60
PATRICK HAUGE	1119 N OAK ST	71003990709001	\$ 500.40
WASTEOLGY GROUP(UPS)	1515 N 1ST AVE	71003991430004	\$ 596.29
DANIEL ROEHL	416 N UNION AVE	71003990681000	\$ 335.75

Owner of Record	Property Address	Parcel ID	Amount
CURTIS MALECHA	610 N UNION AVE	71003990662000	\$ 24.54
IVAN CROCKER	1006 N UNION AVE	71003990424001	\$ 117.07
CATHERINE BOCKWITZ	817 N UNION AVE	71003990589000	\$ 28.94
BENJAMIN HERZOG	924 N PARK ST	71002990290000	\$ 135.09
SAMUEL HERZOG	1234 N PARK ST	71002990354000	\$ 218.55
THOMAS SUKO	1119 N PARK ST	71003990414000	\$ 115.59
THOMAS SUKO	1119 N PARK ST	71003990414000	\$ 43.02
SEAN STENSETH	1115 N PARK ST	71003990416000	\$ 968.40
KIRBY STOEN	942 N ROSEMARY AVE	71002990700000	\$ 28.97
DAVID NEU	222 E BEECH AVE	71002990697000	\$ 96.06
ATLAS HOMES	209 E BEECH AVE	71002990391000	\$ 102.05
KEN SWANSON	111 E CEDAR AVE	71002990333000	\$ 18.72
MELISSA PAHL	1022 N MARIEN ST	71002990396000	\$ 125.33
SHANE KRAGNESS	1201 N CLEVELAND AVE	71002990315000	\$ 123.70
DUTCHMEN ENTERPRISES	808 NORTHERN AVE	71002990500000	\$ 516.29
BENJAMIN HERZOG	1237 NORTHERN AVE	71002991009000	\$ 97.34
BETTY KRUEGER	401 E CECIL AVE	71002990509000	\$ 31.29
TEANNA ANDERSON	926 N AURDAL AVE	71002990491000	\$ 129.83
BIRDS EYE PROPERTY SOLUTIONS	709 E BEECH AVE	71002990762010	\$ 277.65
ZACKARY & VICTORIA RIEWER	641 E BEECH AVE	71002990762007	\$ 34.69
CB PROPERTIES LLC	1001 E SUMMIT AVE	71002500103000	\$ 1,056.15
SAMUEL HERZOG	608 E MOUNT FAITH AVE	71002990902000	\$ 247.98
AMELINDA HENDRICKX	814 E MOUNT FAITH AVE	71002990960000	\$ 34.68
LAYNE THERNELL	403 N 17TH ST	71002990771000	\$ 62.03
SHANA GUTZMER	602 SPRINGEN AVE	71002500073000	\$ 166.73
MAUREEN UNDERHILL	523 SPRINGEN AVE	71002500080000	\$ 12.28
ATTITUDES FOR HAIR	2007 TOWER VIEW RD	71002991896000	\$ 11.54
KAITLYN LINDBERG	1395 LENORE WAY	71002991941000	\$ 70.34
JAMES BERNHARDT	1417 TERRACE DR	71002991216000	\$ 144.41
SEAN & REBECCA BUCHFINK	528 GUTTENBERG HTS	71002990608000	\$ 86.53
DOLLAR TREE-WASTE MANAGEMENT	2001 W LINCOLN AVE	71003991978000	\$ 806.40
O'REILLY AUTO PARTS	1420 W LINCOLN AVE	71003991865000	\$ 36.71
RYAN & CYNTHIA MOEN	511 BROKEN DOWN DAM RD	71002990754002	\$ 175.36
DRM WASTE MANAGEMENT	623 FRONTIER DR	71003991442000	\$ 339.27
WASTE MANAGEMENT	HOME DEPOT-FERGUS FALLS MN 56	71003991816000	\$ 8,241.14
WALMART STORES	3300 STATE HIGHWAY 210 W	71003991544000	\$ 426.42
GREG STUMBO	1221 N UNION AVE	71003990382000	\$ 16.82
SERVPRO	LANDFILL-911 W CAVOUR	71003991302000	\$ 35.20
RICE LAKE CONSTRUCTION GROUP	1011 N TOWER RD	71003991321001	\$ 102.50
WASTE MANAGEMENT-HARBOR FREIGHT	HARBOR FREIGHT-FERGUS FALLS M	71003991978000	\$ 648.50
JEREMY STIGEN	1930 DEER VALLEY RD	71002991378010	\$ 205.52
MARK CHRISTOPHERSON	2119 COUNTY HIGHWAY 111	71002500004058	\$ 102.40
ANDREW & THERESE JOHNSON	721 S WOODLAND DR	71002992036000	\$ 47.75
BRIAN BOWMAN	2106 PEBBLE LAKE RD	71001500078009	\$ 505.65
			\$ 63,984.10



Council Action Recommendation

Page 1 of 1

Meeting Date:

November 13, 2024 Committee of the Whole
November 18, 2024 City Council

Subject:

2025 and 2026 Labor Contracts

Recommendation:

Approve the 2025 and 2026 Contracts for each labor group and non-union employees

Background/Key Points:

The following contract terms have been agreed upon in good faith by all bargaining units representing city employees, effective January 1, 2025.

The following resolutions are being presented for approval by the Fergus Falls City Council:

1. Resolution to approve Sergeants and Lieutenants contract for 2025 and 2026 which includes annual wage increases of 3.5% in 2025, and 3.5% in 2026.
2. Resolution to approve Patrols contract for 2025 and 2026 which includes annual wage increases of 3.5% in 2025, and 3.5% in 2026.
3. Resolution to approve Supervisors and Professionals 2025 and 2026 contract which includes annual wage increases of 3.5% in 2025 and 3.5% in 2026.
4. Resolution to approve Teamsters 2025 and 2026 contract which includes annual wage increases of 3.5% in 2025 and 3.5% in 2026.
5. Resolution to approve wage increases of 3.5% in 2025 and 3.5% in 2026 for non-union employees.

Budgetary Impact:

All monetary increases and incremental insurance costs are factored into the 2025 budget

Respectfully Submitted:

Mike Hartwell, Human Resources Director

Attachments: None



Council Action Recommendation

Page 1 of 1

Meeting Date: November 13, 2024

Subject: 2024, 2025, & 2026 Audit Engagement Letter

Recommendation: Approve the audit engagement letter with BerganKDV for the financial audits for 2024, 2025, & 2026.

Background/Key Points: The City is required to have an annual financial audit. The City received an engagement letter from BerganKDV for the 2024, 2025, & 2026 year-end audits. BerganKDV specializes in audits of local governments. The City of Fergus Falls prepares an Annual Comprehensive Financial Report, therefore it is important to contract with a firm specializing in governmental audits.

BerganKDV maintained the annual fee of \$36,225 for the audits of the 2021, 2022, & 2023 year-end audits (plus \$3,850 for component units and \$5,000 for a federal single audit, when required).

Budgetary Impact:

The proposed annual audit fees will increase 15% for 2024, 5% for 2025, and 5% for 2026. The fees for the December 31, 2024 audit will be as follows:

- City Financial Audit \$41,600
- Audit of Component Units \$4,400
- Federal Single Audit \$4,500 - \$6,500 for each single audit (required if City receives more than \$750,000 of federal funds)

Originating Department: Finance

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments:

None

Engagement Agreement

GOVERNMENTAL AUDIT WITH FEDERAL SINGLE AUDIT

Sent via electronic mail.

This letter is to confirm and summarize our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

Name	Address
City Fergus Falls	112 West Washington Avenue Fergus Falls, MN 56537
Contact Name	Agreement Date
The Honorable Mayor and City Council, Mr. Bill Sonmor	November 11, 2024
Contact Email	
bill.sonmor@ci.fergus-falls.mn.us	

SUMMARY OF ENGAGEMENT TERMS

Level of Service
Audit in accordance with Governmental Auditing Standards (Governmental Yellow Book) and Federal Single Audit
Financial Statements
Governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information
Financial Reporting Framework
Accounting principles generally accepted in the United States of America
Reporting Period
As of and for the year ended December 31, 2024
Required Supplementary Information

Management's Discussion and Analysis (MD&A), Schedule of Changes in Total OPEB Liability and Related Ratios, Schedule of City's and Non-employer's Proportionate Share of Net Pension Liability - GERF and PEPFF Retirement Funds, Schedule of City Contributions - GERF and PEPFF Retirement Funds

Supplementary Information

Combining and Individual Fund Financial Statements, Supplemental Schedules and Other Schedules	Opinion in relation to the financial statements as a whole
Introductory Section and Statistical Section of the Annual Comprehensive Financial Report	Introductory and Statistical Sections - No opinion or assurance

Engagement Partner

Nancy Schulzetenberg

Fees

We estimate our fees for these services will be \$41,600 for the audit of the City's basic financial statements, \$4,400 for the audit of the discretely presented component units, as applicable, and \$4,500 to \$ 6,500 for each single audit, as applicable.

Nonattest Services Performed by BerganKDV

NA

Nonattest Services Performed by Creative Planning*

NA

* Creative Planning, LLC and its affiliates (Creative Planning) and BerganKDV practice under an alternative practice structure in accordance with the AICPA Code of Professional Conduct and other applicable laws, regulations, and professional standards. BerganKDV is an independent, separately governed and licensed CPA firm that provides audit and attest services to its clients. Creative Planning provides wealth management, tax, business consulting, financial, and other professional services to its clients. Creative Planning is not a licensed CPA firm. See alternative practice structure below for additional details.

AUDIT SCOPE AND OBJECTIVES

We will audit the financial statements as identified in the summary of engagement terms, including the related notes to the financial statements, which collectively comprise the basic financial statements of the governmental entity. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the governmental entity's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the governmental entity's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The RSI as identified in the summary of engagement terms is required by GAAP and will be subjected to certain limited procedures but will not be audited.

We may also be engaged to report on supplementary information other than RSI, including the schedule of expenditures of federal awards, that accompanies the governmental entity's financial statements. If we opine on the supplementary information, accompanying the financial statements as identified in the summary of engagement terms, we will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole.

If we do not provide an opinion or any assurance on the supplementary information other than RSI as identified in the summary of engagement terms, the other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditor's report will not provide an opinion or any assurance on that other information. We will read the other supplementary information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other supplementary information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with the financial reporting framework identified in the summary of engagement terms and report on the fairness of the supplementary information for which we opine on as identified in the summary of engagement terms when

considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- ◆ Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- ◆ Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AND SINGLE AUDIT

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or

violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a single audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement.

We will identify significant risks of material misstatement as part of our audit planning. Audit planning and plan modifications continue throughout the course of the audit, as such, identified risks will include those identified and communicated to you previously, including during the prior year, modified for additional significant risks identified and prior risks no longer considered significant. These significant risks and modifications will be communicated to you throughout the audit process. A complete summary of significant risks identified will be included in our communications letter, required communications to those charged with governance.

Our audit of the financial statements does not relieve you of your responsibilities.

AUDIT PROCEDURES - INTERNAL CONTROL

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or

detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

AUDIT PROCEDURES - COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the governmental entity's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the governmental entity's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the governmental entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

RESPONSIBILITIES OF MANAGEMENT FOR THE FINANCIAL STATEMENTS AND SINGLE AUDIT

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the financial reporting framework identified in the summary of engagement

terms and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records and related information available to us; for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review during our fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the financial reporting framework identified in the summary of engagement terms. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the financial reporting framework identified in the summary of engagement terms; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the financial reporting framework identified in the summary of engagement terms; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this agreement. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

OTHER MANAGEMENT RESPONSIBILITIES

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

During the course of our engagement, we may accumulate records containing data which should be reflected in your books and records. You will determine that all such data will be so reflected. Accordingly, you understand that our firm does not accept responsibility for hosting client information; therefore, you have the sole responsibility for ensuring you retain and maintain in your possession all your financial and non-financial information, data and records.

Our role is strictly limited to the engagement described in this agreement and summary of engagement terms, and we offer no assurance as to the results or ultimate outcomes of this engagement or of any decisions that you may make based upon our communications with, or our reports to you. Your entity will be solely responsible for making all decisions concerning the contents of our communications and reports, for the adoption of any plans and for implementing any plans you may develop, including any that we may discuss with you.

ALTERNATIVE PRACTICE STRUCTURE

Creative Planning, LLC and its affiliates (Creative Planning) and BerganKDV operate under an alternative practice structure in accordance with the AICPA Code of Professional Conduct and other applicable laws, regulations, and professional standards. BerganKDV provides audit and attest services and is closely aligned with Creative Planning that provides other professional (nonattest) services. Pursuant to a services agreement with Creative Planning, BerganKDV leases professional and administrative staff, both of which are employed by Creative Planning, to support BerganKDV's performance of audit and attest engagements. The professional and administrative staff leased under the services agreement will be under the direct control and supervision of BerganKDV, which is solely responsible for the professional performance of audit and attest engagements.

As identified in the summary of engagement terms, Creative Planning, which is not a licensed CPA firm, may provide permitted nonattest services, which are not covered under this agreement. BerganKDV, Creative Planning, and its affiliates will share confidential client information with each other to assist in the performance of those services. Your acceptance and signing of this agreement are also your consent for BerganKDV, Creative Planning, and its affiliates to share your information to provide you those services.

OTHER SERVICES

We will assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the governmental entity in conformity with the financial reporting framework identified in the summary of engagement terms and the Uniform Guidance based on information provided by you. These nonattest services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.



BerganKDV and/or Creative Planning may provide other nonattest services, as identified in the summary of engagement terms. These services may not be fully covered under this agreement and may be billed separately under other agreements with you.

You may request that BerganKDV and Creative Planning perform additional services not contemplated by this agreement. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fee. BerganKDV or Creative Planning also may issue a separate agreement covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this agreement.

We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could potentially impair our independence.

INDEPENDENCE

Professional and certain regulatory standards require us to be independent in the performance of our services in both fact and appearance. As such, BerganKDV and Creative Planning will not perform any management functions, make any management decisions, or perform any services or activities, without the appropriate safeguards, that would impair our independence.

You agree to assume all management responsibilities for the nonattest services, as identified in the summary of engagement terms, financial statements, schedule of expenditures of federal awards, and related notes, and any other nonattest services provided by BerganKDV and Creative Planning. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have evaluated the adequacy of our services and have reviewed and approved the results of the services, the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonattest services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

To ensure our independence is not impaired under professional and regulatory standards, you agree to inform the engagement partner before entering into any substantive employment discussions with any BerganKDV and Creative Planning personnel.

REPORTING

We will issue written reports upon completion of our Single Audit. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the governmental entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The engagement partner, as identified in the summary of engagement terms, is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

FEES

Our fees for these services are detailed in the summary of engagement terms. The fee estimate is based on anticipated cooperation from your personnel, the assumption that all requested information will be provided timely and accurately, and we will not encounter any significant or unusual circumstances which will affect the scope of our engagement, including unforeseen changes in operations or disruptions in providing our services. If significant additional time is necessary, our fees will be adjusted accordingly. Additional time incurred for assistance with implementation of new accounting or other regulatory standards, significant audit adjustments, internal control deficiencies or compliance findings, inaccurate accounting records, significant events or transactions resulting in expanded scope of work, unanticipated significant audit risks, staff turnover, or instances of fraud will be billed separately and will be based in part upon the amount of time required at our standard billing rates, plus out-of-pocket expenses.

We commit staff and resources to your engagement at the time scheduled with you and your team. Failure to provide the required documentation and engagement support by the agreed upon due dates may result in an inconvenience fee of 25% of the base fee noted in the summary of engagement terms.

AUDIT DOCUMENTATION

The audit documentation for this engagement is the property of BerganKDV and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to oversight, regulatory, state agencies or their designees pursuant to authority given to them by law or regulation, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of BerganKDV personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight, regulatory or state agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

MANAGEMENT WRITTEN REPRESENTATIONS

During the course of our engagement, we will request information and explanations from management regarding the entity's operations, internal controls, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written representation letter. The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false representations could cause us to expend unnecessary efforts or could cause a material error or a fraud to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of false or misleading representations that are made to us by management.

PEER REVIEW REPORT

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of contract. Our peer review report can be downloaded from our website at www.creativeplanning.com/client-login/ or will be provided in alternate formats upon request.

PROFESSIONAL SERVICES TERMS AND CONDITIONS

The parties agree that this Engagement Letter/Agreement incorporates the **Professional Services Terms and Conditions** (the "Terms") (collectively, the "Agreement"), all of which shall remain confidential between Client and BerganKDV. By signing this Engagement Letter/Agreement, Client acknowledges and agrees that Client has had an ample opportunity to review the terms contained



in the Agreement. Client further agrees that Client has had the opportunity to obtain legal counsel and through Client's own determination, with or without counsel, accepts this Agreement.

The undersigned represent and warrant they are authorized signers for their respective organizations.

Executed by BerganKDV:	Acknowledged and Accepted by:
<i>Nancy Schulzetenberg</i>	
Title:	Title:
Shareholder	

PROFESSIONAL SERVICES TERMS AND CONDITIONS

These Professional Services Terms and Conditions (the “**Professional Services Terms and Conditions**” or “**T&C**”) are made part of the Engagement Letter (the “**Engagement Letter**”) entered into by the individual or entity client identified therein (hereinafter “**Client**”) and the BerganKDV identified therein (hereinafter “**Service Provider**”) (collectively, the Professional Services Terms and Conditions and the Engagement Letter, the “**Agreement**”). In the event of a conflict between these Terms and Conditions and the Engagement Letter, these Terms and Conditions shall control, unless the Engagement Letter makes specific reference to the section of this Professional Services Agreement that it intends to supersede. All capitalized terms not defined herein shall have the meaning as defined in the Engagement Letter.

1. Definitions. In addition to the terms defined elsewhere in this Professional Services Agreement, the following terms shall have the meanings set forth below when used in the Agreement:

“**Affiliate**” or “**Affiliates**” means any company, corporation, or limited liability company that directly or indirectly controls, is controlled by, or is under common control with a party to this Agreement.

“**Client Materials**” means any and all physical or electronic materials, information, data, dates, formulas, financial statements, records, Client’s Confidential Information, and any other information related to Client that Client provides to, or otherwise makes available to, Service Provider in the course of providing the Services to Client hereunder this Agreement.

“**Confidential Information**” shall collectively refer to: (1) all information or materials concerning any aspect of the business or affairs of the disclosing party that in any form, which is confidential, proprietary, or otherwise not generally available to the public, including without limitation the disclosing Party’s business or financial information and plans, documents, works in progress, work processes, trade secrets, customer information, and all other secret or confidential matter related to the disclosing Party’s business or projects and/or their Affiliates; and (2) any other information that disclosing Party designates as confidential, or which, under the circumstances of disclosure, the receiving Party reasonably knows should be treated as confidential.

“**Force Majeure Event**” means any event or circumstance beyond the control of a Party, including: (1) acts of God; (2) fire, flood, or explosion; (3) war, invasion, acts of terrorism, or other civil disorder; (4) national or regional emergency; (5) epidemics, outbreaks, pandemics (including, without limitation COVID-19); or (6) the operation of the Internet, interruption or failure of telecommunication or digital transmission links, and Internet slow-downs or failures.

“**Intellectual Property Rights**” means copyrights, trade and service marks, trade names, rights in logos and get-up, inventions, confidential information, trade secrets, registered designs, design rights, patents, all rights of whatsoever nature in computer software and data, database rights, all rights of privacy and all intangible rights and privileges of a nature similar to any of the foregoing, in every case in any part of the world and whether or not registered, and including all granted registrations and all applications for registration in respect of any of the same.

“**Party**” and “**Parties**” means either or both of the Service Provider and the Client.

“**Report**” means any physical or electronic document or output that Service Provider creates in providing the Services to Client, including but not limited to, reports, related work product, materials, presentations, and related communications (written or otherwise).

“**Representatives**” means a Party’s officers, directors, agents, advisors, employees and contractors.

“**Services**” means the work product and services to be provided by Service Provider pursuant to this Agreement and the Engagement Letter.

“**Service Provider Materials**” means: (1) any of Service Provider including, without limitation, computer hardware or software programs, products, materials or methodologies and reports, studies, data, diagrams, charts, specifications, gateways, bridges and integrations with third-party code; (2) any modifications to Service Provider’s pre-existing software produced on behalf of Client; (3) works or materials created and developed by Service Provider prior to or independently of the Services; and (4) residual knowledge and know-how of general applicability resulting from performance of the Services.

“**Third-Party Software Provider**” means any third party that provides software, software as a service, or other platform or software related products and services that Service Provider engages to assist with the performance of the Services.

2. Services.

2.1. Services and Additional Services. The Services to be performed by Service Provider for Client are set forth in the Engagement Letter. If any time Client requests that Service Provider perform additional services outside the scope of the Services (“**Additional Services**”) and Service Provider agrees to perform the work but Service Provider and Client do not enter into a separate Engagement Letter setting forth the Additional Services, then Client agrees to pay Service Provider additional fees based in part upon the amount of time required at our standard billing rates, plus out-of-

PROFESSIONAL SERVICES TERMS AND CONDITIONS

pocket expenses, the Additional Services will be subject to the terms and conditions of this Professional Services Agreement, and all references to the term “Services” in this Professional Services Agreement shall be construed to mean the Services and the Additional Services. Service Provider, in its sole professional judgment, reserves the right to refuse to perform any Services or take any action that could be construed as assuming Client’s responsibilities as set forth herein.

2.2. Third-Party Software Providers. Client acknowledges and agrees that such Services may be performed by Service Provider, or any of its Affiliates, or Third-Party Software Providers. Client acknowledges and agrees that Service Provider may enter into contracts or licenses with such Third-Party Software Provider and Service Provider shall have the right to enter into, amend, terminate, or modify any such contract or license with any Third-Party Software Provider at any time in its sole discretion and without the consent of or notification to Client. If applicable to Client’s Services, Client may need to agree to Third-Party Software Providers’ terms and conditions or other contractual agreements in order to use Third-Party Software Providers’ services.

2.3. Quality Inputs. Notwithstanding anything herein to the contrary, Client agrees and acknowledges that the quality of the Services and any Reports is reliant on the accuracy, reliability, availability, and validity of the Client Materials provided by Client to Service Provider and Service Provider makes no representation or warranty with respect to issues with the Services that result from or are based on issues with accuracy, reliability, availability or validity of the Client Materials. Client hereby agrees that it will immediately notify Service Provider when it becomes aware of issues with the accuracy, reliability, availability, and validity of the Client Materials provided to Service Provider and Client assumes all risk, loss, and damages that arise therefrom, including, but not limited to any costs associated with redoing the Services and any Reports.

3. Payment for Services.

3.1. Service Fees and Payment Terms. Client agrees to pay the fees for the Services as set forth in the Engagement Letter and in these Professional Services Terms & Conditions. Any amounts owed by Client hereunder will be invoiced monthly and all payments shall be due within thirty (30) days of Client’s receipt of the applicable invoice, unless stated to the contrary in the Engagement Letter. Client may not offset, defer or deduct any invoiced amounts. If Client objects to any invoiced amount, Client must promptly notify Service Provider in writing (but in no event more than thirty (30) days of the invoice date) and provide a detailed summary of all objections. Client hereby waives any objections to any invoice if timely objections are not made. If Client objects to any invoice, Client shall promptly pay all undisputed amounts and work with Service Provider in good faith to attempt to resolve any disputes.

3.2. Prepayments. Service Provider shall have the right to require Client to prepay up to fifty percent (50%) of the anticipated fees for the Services prior to any Services being provided to Client. If Service Provider determines in its sole discretion that the total cost for providing the Services cannot be reasonably determined at the outset, then Service Provider shall have the right to require Client pay a prepayment to Service Provider in an amount reasonably determined by Service Provider prior to Service Provider providing the Services.

3.3. Interest on Past Due Amounts. If any invoice is not paid by its due date, Service Provider will charge Client and Client will pay an interest charge of one percent (1%) per month on the unpaid balance of such invoice. For any amounts that are disputed in good faith, Client may still be liable for the interest if such amounts are later found to be rightfully due and owing. Alternatively, for any disputed amounts that are made in good faith, Client can pay such amounts into a mutually agreeable interest-bearing escrow account, in which case Client will not be obligated to pay such interest provided it cooperates in good faith with Service Provider to promptly resolve the dispute.

3.4. Certain Remedies for Nonpayment. If an undisputed invoice is not paid when due, Client shall pay Service Provider a service charge accruing from the due date in the amount of one and half percent (1.5%) per month or the highest lawful rate, whichever is less, on the unpaid balance of such invoice. If Client fails to pay to Service Provider, within ten (10) days after Service Provider makes written demand for any past-due amount payable under the Agreement (including interest thereon), then, in addition to all other rights and remedies which Service Provider may have at law or in equity, Service Provider may seek collection from Client of unpaid amounts due and shall be entitled to all of its attorneys’ fees, costs of court and other costs of collection regardless if formal litigation is commenced. Service Provider is also entitled to accelerate and demand full payment of any future amounts due under the Engagement Letter. Service Provider may, in its sole discretion, decide to suspend Client’s access to the Services, including any Services provided by a Third-Party Software Provider, until all past due amounts are paid in full. Any withholding of Services or support due to a failure by Client to pay amounts due does not relieve Client from its contractual obligation to pay for the Services during the time the Services and/or support are withheld. If Client makes full payment and restores its account to good standing and the Agreement has not otherwise been terminated, then Service Provider may resume Services. Notwithstanding any term to the contrary herein, Client acknowledges and agrees that Services Provider shall not be liable for any damages that Client incurs resulting from Service Provider’s suspension of Services until all amounts due are paid in full to Service Provider.

PROFESSIONAL SERVICES TERMS AND CONDITIONS

3.5. Taxes. All of Service Provider's invoiced amounts are exclusive of any taxes. Client is responsible for and shall pay all sales, use, excise, personal property or other taxes, whether federal, state or local, however designated, levied or imposed on any Services or invoiced amounts. Income, franchise or similar taxes related to Service Provider's earnings or business entity are Service Provider's responsibility.

4. Term of Agreement.

4.1. Term and Termination. The term of this Agreement shall commence on the Effective Date of the Engagement Letter and shall continue until terminated as provided herein. This Agreement may be terminated pursuant to the following: (1) either Party may terminate the Agreement for convenience by giving the other Party ninety (90) days' prior written notice; or (2) either party may terminate this Agreement "for cause" if the other party is in breach of any material term of this Agreement and does not cure the breach within thirty (30) days after receipt of the written notice of the alleged breach. Should such termination occur while Client still has Services remaining on any applicable agreement, except in situations where Client has terminated this Agreement for cause, then all of those amounts due presently and during the remainder of the Services term shall be immediately due and payable upon the effective termination of this Agreement.

4.2. Enforceability Post-Termination; Survival. Upon the termination of this Agreement, Service Provider has no further responsibility to provide Services. Client's obligation to pay Service Provider shall survive termination until all amounts due and owing to Service Provider are fully paid and Client shall be obligated to pay Service Provider for any fees or expense on a proportional basis for Services performed up to and including the Effective Date. Any provisions of this Agreement that by their terms require performance or have application to events following termination shall survive and remain in full force and effect.

4.3. Procedures Upon Termination. Upon the end of the Term, Service Provider shall prepare final invoices for Services and provide them to Client, and Client shall pay the same pursuant to the invoice terms. Both parties shall return any and all Confidential Information, reports, materials, or other service-related items as required by this Agreement in a timely manner. Both Parties are not obligated to delete data that is solely on their backup systems, provided that should the backup system's data that includes Confidential Information be restored to the primary system where the data is more readily accessible, then the Parties will at that time have the obligation to delete the Confidential Information.

5. Confidentiality, Certain Restrictive Covenants, and Intellectual Property.

5.1. Confidentiality Obligations. The receiving Party shall maintain the confidentiality of the disclosing Party's Confidential Information and protect such Confidential Information with the same degree of care that it applies to the receiving Party's own similar Confidential Information, but in no event less than a reasonable degree of care, given the nature of the information disclosed. The disclosing Party's Confidential Information shall be used by the receiving Party solely for the purpose of rendering or obtaining Services (as applicable) pursuant to this Agreement and, except as permitted herein, shall not be disclosed to any third party without the prior consent of the disclosing Party. Notwithstanding the foregoing, Client acknowledges that Service Provider may share Client's Confidential Information with those of its Representatives, Affiliates and any Third-Party Software Providers that have a need to know in order to assist with the performance of the Services and who agree to maintain the Client's Confidential Information on the same or similar terms as set forth herein. Client acknowledges that it may be asked by certain Third-Party Software Providers to consent to the sharing of Client's Confidential Information in connection with the Services, and Client agrees to consent to such requests from Third-Party Software Providers. This Agreement shall be deemed Confidential Information.

5.2. Exceptions. The restrictions on Confidential Information in this Section 5 shall not apply to information: (1) generally available to the public through no act or omission of the receiving Party, its Representatives, or its Affiliates; (2) independently developed or acquired by the receiving Party without use or reference to the disclosing Party's Confidential Information; (3) approved for release in writing by the disclosing Party; (4) that is received without restriction from another person or organizations lawfully in possession of such information and entitled to provide such information to the receiving Party; or (5) information that was rightfully in the possession of the receiving Party on a non-confidential basis prior to its disclosure by the disclosing Party. Additionally, either Party may use or disclose the other Party's Confidential Information if required by any request or order of any applicable government or regulatory authority, or otherwise as required by applicable law. Before disclosing the disclosing Party's Confidential Information for such purpose, the receiving Party must provide prompt written notice to the disclosing Party of the circumstances requiring disclosure of such Confidential Information, and the Parties shall cooperate with each other, at the disclosing Party's expense, to obtain protection for the confidentiality thereof to the extent available, to contest and avoid such disclosure, to obtain any other appropriate remedy, or to waive compliance with the provisions of this Agreement. In the event that such protective order or other remedy is not obtained, or that the disclosing Party waives

PROFESSIONAL SERVICES TERMS AND CONDITIONS

compliance with the provisions of this Agreement, the receiving Party will furnish only that portion of Confidential Information which is legally required.

5.3. HIPAA. If applicable, notwithstanding anything herein to the contrary, to the extent the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) applies to Client, Client acknowledges and agrees that: (1) Client retains all responsibility for being compliant with the applicable provisions of HIPAA that may apply to the Client Materials provided by Client pursuant to the Services; and (2) Service Provider makes no representation or warranty herein regarding its compliance with any applicable HIPAA laws and regulations in connection with the Services.

6. Warranties.

6.1. Representations and Warranties. Each Party represents, warrants and covenants to the other that: (1) it has full right, power and authority to enter into and fully perform its obligations under this Agreement; (2) the execution, delivery and performance of this Agreement by that Party does not conflict with any other agreement to which it is a party or by which it is bound; and (3) it shall comply with all material laws, rules and regulations applicable to its activities in connection with this Agreement. Client further represents, warrants, and covenants that: (1) the Client Materials are original to Client or Client has obtained the necessary rights to provide the Client Materials to Service Provider and use the Client Materials in connection with the Services; and (2) the Client Materials as provided to Service Provider are accurate, reliability, availability, and valid for the performance of the Services.

6.2. All Obligations Set Forth in This Agreement; Limitation. SERVICE PROVIDER SHALL NOT BE RESPONSIBLE FOR ANY DELAYS AND/OR SERVICE UNAVAILABILITY OF ANY KIND, REGARDLESS OF CAUSE, EXCEPT AS PROVIDED IN THIS AGREEMENT. CLIENT EXPRESSLY WAIVES ANY CLAIMS AGAINST SERVICE PROVIDER FOR LOSS, INJURY, OR DAMAGE OF ANY KIND, DIRECTLY OR INDIRECTLY, RESULTING FROM AVAILABILITY OF THE SERVICES, USE OF THE SERVICES OR FROM ANY LOSS OR CORRUPTION OF CLIENT MATERIALS SOFTWARE, OR HARDWARE, EXCEPT AS OTHERWISE EXPRESSLY PROVIDED IN THIS AGREEMENT.

6.3. OTHER WARRANTY DISCLAIMERS. EXCEPT FOR THE EXPRESS WARRANTIES STATED IN THIS AGREEMENT, SERVICE PROVIDER DISCLAIMS ALL OTHER WARRANTIES ON THE SERVICES FURNISHED UNDER THIS AGREEMENT INCLUDING WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF TITLE, NON-INFRINGEMENT, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ACCURACY, COMPLETENESS, OR OF ANY RESULTS TO BE ACHIEVED. UNLESS NOTED EXPLICITLY OTHERWISE HEREIN, ALL SERVICES ARE PROVIDED AS-IS. NOTWITHSTANDING ANYTHING TO THE CONTRARY HERE, ANY SERVICES THAT ARE CONTINGENT ON OR PROVIDED BY A THIRD-PARTY SOFTWARE PROVIDER CARRY NO WARRANTY OF ANY KIND BY SERVICE PROVIDER. CLIENT AGREES TO LOOK EXCLUSIVELY TO SUCH THIRD-PARTY SOFTWARE PROVIDER FOR ANY AND ALL LIABILITY. THE EXPRESS WARRANTIES STATED IN THIS SECTION 6 ARE IN LIEU OF ALL OBLIGATIONS OR LIABILITIES ON THE PART OF SERVICE PROVIDER ARISING OUT OF OR IN CONNECTION WITH THE PERFORMANCE OF SERVICE PROVIDER UNDER THIS AGREEMENT.

7. Limitation of Liability and Indemnification.

7.1. LIMITATION ON DAMAGES. NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, CLIENT ACKNOWLEDGES AND AGREES THAT THE MAXIMUM AGGREGATE AMOUNT THAT CLIENT CAN COLLECT FROM SERVICE PROVIDER OR ITS AFFILIATES FOR ANY CLAIM RELATED TO THIS AGREEMENT OR THE SERVICES, WHETHER PURSUANT TO THIS AGREEMENT OR OTHERWISE UNDER THE LAW, SHALL BE LIMITED TO AN AMOUNT EQUAL TO THE AVERAGE MONTHLY AMOUNT ACTUALLY PAID FOR THE SPECIFIC SERVICE AT ISSUE BY CLIENT TO SERVICE PROVIDER UNDER THIS AGREEMENT OVER THE PAST TWELVE (12) MONTHS PRIOR TO WHEN THE CLAIM FIRST AROSE.

7.2. WAIVER OF CERTAIN DAMAGES. UNLESS SPECIFIED EXPLICITLY HEREIN, NEITHER PARTY SHALL BE LIABLE FOR INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, LOSS OF PROFITS, LOSS OF USE OF DATA OR INTERRUPTION OF BUSINESS, WHETHER ARISING IN TORT, CONTRACT, OR INDEMNITY, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES; PROVIDED THAT NOTHING IN THIS PARAGRAPH IS ENTITLED TO LIMIT OR WAIVE THE AMOUNTS DUE FROM CLIENT TO SERVICE PROVIDER.

7.3. MUTUAL INDEMNIFICATION. Each Party (“**Indemnifying Party**”) will defend, indemnify, and hold harmless the other Party and its Affiliates, and any of their Representatives (“**Indemnified Party**”), from and against any and all losses, claims, actions, proceedings, and suits, and all related liabilities, damages, judgements, settlements, penalties, fines, costs or expenses (including reasonable attorneys’ fees and other actual litigation related expenses) (collectively “**Losses**”) incurred by the Indemnified Party, arising out of or relating to: (1) any breach or alleged breach of the Indemnifying Party’s representations and warranties; (2) any damage or loss caused by negligence, fraud, dishonesty, or willful misconduct by the Indemnifying Party or any of its Representatives; (3) unauthorized disclosure of confidential information by the Indemnifying Party; (4) claims against the indemnified party by a third party for infringement upon Intellectual Property Rights; and (5) any other violation of this Agreement by the Indemnifying Party. Notwithstanding anything to the contrary contained in this Agreement, in no event will the Indemnifying Party be liable for any amount attributable to the Indemnified Party’s gross negligence, willful misconduct, or breach of this Agreement.

PROFESSIONAL SERVICES TERMS AND CONDITIONS

8. Miscellaneous.

8.1. Non-solicitation of Employees. During the term of this Agreement and for a period of one (1) year after termination of this Agreement for any reason, Client shall not, directly or indirectly, hire, offer to hire, entice away, solicit, or in any other way persuade or attempt to persuade any Representative to discontinue their relationship with Service Provider. If Client violates this provision, Client shall pay Service Provider an amount equal to the Representatives total annualized compensation, including wages, bonuses and the cost of all benefits, if any, that Service Provider paid or was payable to the Representative during the one (1) year period prior to Client soliciting the Representative as well as the forecasted or actual total annualized compensation that Client will pay or did pay to Representative after the solicitation occurred.

8.2. Notification. All notices, requests, demands and other communications which are required or may be given under the Agreement will be in writing and will be deemed to have been duly given, or otherwise properly received: (1) when actually received if personally delivered; (2) when transmitted by confirmed facsimile, electronic or digital transmission method; (3) the day after it is sent, if sent for next day delivery to a domestic United States address by recognized overnight delivery service (e.g., Federal Express); and (4) upon receipt, if sent by certified or registered mail, return receipt requested. In each case, notice will be sent pursuant to the addresses and notice information for each Party set forth in the Engagement Letter, provided, however, that any Party may change such Party's notice information by written notice to the other Party in the manner set forth above.

8.3. Force Majeure. Except for any payment obligations, which shall remain due and payable in accordance with the provisions of this Agreement, either Party shall be excused from delays in performing, or from its failure to perform, its obligations pursuant to this Agreement if such delays or failures result from a Force Majeure Event. In order to be excused from delay or failure to perform due to a Force Majeure Event, a Party must provide prompt written notice to the other Party reasonably identifying the Force Majeure Event and use commercially reasonable efforts to resume performance to the extent possible. If the period of non-performance exceeds thirty (30) days from the receipt of notice of the Force Majeure Event, either party may terminate this Agreement. Notwithstanding any term to the contrary herein this Agreement, Client's sole and exclusive remedy for any such termination shall be a refund of the pro-rata portion of any pre-paid Service fees.

8.4. No Agency. Service Provider is acting solely as an independent contractor in rendering Services under this Agreement. In no way is Service Provider to be construed as the agent or acting as the agent of Client in any respect. Service Provider is neither the employer nor an employee of Client.

8.5. Assignment. This Agreement may not be assigned by either Party without the express written consent of the other Party, which shall not be unreasonably withheld, conditioned or delayed. Subject to the foregoing, any assignee under this Agreement shall be subject to all of the terms, conditions and provisions of this Agreement.

8.6. Waiver. No waiver or breach of any provision of this Agreement shall be effective unless made in writing nor shall such waiver or breach operate as, or be construed to be, a continuing waiver of such provision or breach.

8.7. Governing Law; Venue; Waiver of Jury Trial. This Agreement shall be governed by the laws of the State of Kansas, without regard to its conflict of law provisions. Subject to the alternative dispute resolution process described in section 8.8, any disputes between the Parties in connection with this Agreement shall be exclusively brought only in a court of competent jurisdiction located in either: (1) the county in which the Service Provider's office sits that is providing the majority of the Services to the Client under this Agreement; or (2) if subsection (1) is inapplicable for any reason, then in Johnson County, in the State of Kansas. THE PARTIES EXPRESSLY AND IRREVOCABLY WAIVE TRIAL BY JURY IN THE EVENT OF ANY DISPUTE UNDER THIS AGREEMENT.

8.8. Alternative Dispute Resolution – Mediation & Arbitration. If a dispute arises from or relates to this Agreement or the breach thereof, and if the dispute cannot be settled through direct discussions, the Parties agree to first attempt to settle the dispute by mediation that will be administered by a neutral party, using mediation procedures, both of which have been agreed upon by both Parties before resorting to arbitration. Where mediation fails to produce a binding resolution between the Parties, any continued dispute, claim or controversy arising out of or relating to this Agreement or the breach, termination, enforcement, interpretation or validity thereof, including the determination of the scope or applicability of this agreement to arbitrate, shall be determined by individual final and binding arbitration in the proper location determined by section 8.7 of these Terms. Except as otherwise provided in this section or mutually agreed upon by the Parties, the arbitration shall be administered by JAMS pursuant to its Comprehensive Arbitration Rules and Procedures. All aspects of the mediation and arbitration, including any final and binding award issued by the arbitrator, shall be strictly confidential. Judgment on the final and binding award issued by the arbitrator may be entered in a court described in section 8.7. This clause shall not preclude the Parties from seeking provisional remedies in aid of arbitration from a court of appropriate jurisdiction.

8.9. Time Period for Claims. The Parties acknowledge that the nature of the Services makes it inherently difficult, with the passage of time, to present evidence in an arbitration that fully and fairly establishes the facts underlying any

PROFESSIONAL SERVICES TERMS AND CONDITIONS

dispute that may arise between us. The Parties agree that notwithstanding any applicable statute of limitation that might otherwise apply to a claim or dispute between the Parties, including one arising out of this Agreement or the Services, any arbitration permitted under the Agreement (except related to the collection of sums due from Client) must be commenced within twelve (12) months after the date of delivery of any Report arising from the Services or if no Reports are delivered in connection with the Services, within twelve (12) months after the date of delivery of the Services. This twelve (12) month period applies and begins to run on the date of each report delivered by Service Provider, even if Service Provider continues to perform Services after such date, and even if neither Party has become aware of the existence of a claim or the basis for a possible claim. In the event a dispute within the last sixty (60) days of the twelve (12) month period, the period of limitation to commence a lawsuit shall be extended by up to sixty (60) days, to allow the Parties to conduct nonbinding mediation pursuant to Section 8.8.

8.10. Attorneys' Fees. The Party who substantially prevails in enforcing this Agreement shall be entitled to all of its reasonable attorneys' fees, expert witness fees, investigation costs, and court and appeal costs regardless of if a formal lawsuit is commenced. This provision shall remain in force for costs associated with section 8.8 unless the parties agree to allocate costs subject to a separate agreement.

8.11. Fees for Client Disputes with Third Parties. Except for disputes arising between the Parties, in the event Service Provider or any of its Affiliates are called as a witness or requested to provide any information (whether oral, written, or electronic) in any judicial, quasi-judicial, or administrative hearing, investigation, trial, appeal, or proceeding regarding information or communications that Client has provided to Service Provider, any documents and materials prepared by Service Provider in accordance with the terms of this Agreement, or any knowledge the Service Provider has related to Client, Client shall pay any and all expenses, including fees and costs for Service Provider's time, at Service Provider's rates then in effect, as well as any legal or other fees that Service Provider incurs as a result of such appearance or production of documents.

8.12. Subpoenas and Legal Proceedings. If Service Provider receives a subpoena related to Client, the Services Service Provider performed for Client, or if Service Provider otherwise must engage in any legal proceeding relating to Client or its acts or omissions, Client agrees to reimburse Service Provider for its costs associated with the same (including reasonable attorneys' fees), along with the value of the time its staff incurs in responding to the subpoena and participating in the legal proceeding calculated at the respective staff members' standard billable rate. Client shall pay all such amounts within ten (10) days of written demand.

8.13. Reproductions of Materials. Any publication or other reproduction of any Report prepared by Service Provider as part of the Services shall reference Service Provider's name and logo as original prepared and provided to Client. Client agrees to provide Service Provider with printers' proofs or master of such publication or reproduction of a Report for Service Provider's review and approval before it is printed and before it is distributed.

8.14. Electronic Signatures; Electronic Disclosures. The Parties agree that this Agreement and any other documents delivered in connection herewith may be electronically signed, and that any electronic signatures appearing on this Agreement or such other documents shall have the same legal validity and enforceability as handwritten signatures to the fullest extent permitted by applicable law. Client hereby authorizes Service Provider and Third-Party Software Providers to deliver to Client electronically formatted data and information, including financial statements, drafts of financial statements, financially sensitive information, spreadsheets, trial balances, or other financial data from Service Providers files.

8.15. Counterparts. This Agreement may be executed and delivered by original signature, facsimile, or other image capturing technology, and in one or more counterparts, each of which will be deemed to be an original copy of this Agreement and all of which, when taken together, will be deemed to constitute one and the same agreement.

8.16. Entire Agreement. This Agreement constitutes the entire agreement between the Parties in relation to the Services provided hereunder and supersedes all prior written or oral communications and representations only with respect to the Services provided hereunder in this Agreement.

8.17. Severability. If any portion of this Agreement is held to be void, invalid, or otherwise unenforceable in whole or in part, for any reason whatsoever, such portion of this Agreement shall be amended to the minimum extent required to make the provision enforceable and the remaining portions of this Agreement shall remain in full force and effect.

8.18. Equitable Relief. Each Party acknowledges that its breach of Section 5 (**Confidentiality, Certain Restrictive Covenants, and Intellectual Property**) or Section 8.1 (**Non-solicitation of Employees**) will cause irreparable injury to the other Party for which monetary damages are not an adequate remedy. Accordingly, in addition to any other rights and remedies available to such Party, a Party shall be entitled to seek injunctive relief and other equitable remedies in the event of a breach of the terms of Section 5 or Section 8.1 by the other Party.



Council Action Recommendation

Page 1 of 1

Meeting Date: November 13, 2024

Subject: Insurance Agent of Record Agreement

Recommendation: Approve renewal of a 5-year agreement with AMP Insurance for Insurance Agent of Record services.

Background/Key Points:

The City of Fergus Falls purchases property and liability insurance as well as workers compensation insurance through the League of Minnesota Cities Insurance Trust (LMCIT). The standard rate of agent compensation per the LMCIT is 10% of premiums for the property and liability package and 2% for workers compensation.

The City has contracted with AMP Insurance for agent services for the past 15 years and for several years prior. The City has paid AMP Insurance 5% commission for the property and liability insurance and 0.5% for the workers compensation under the existing 5-year contract. The current agreement is expiring as of December 31, 2024.

AMP Insurance proposes to increase the compensation from 0.5% to 0.6% for the worker's compensation policy and will leave the property and liability package unchanged at 5%. AMP Insurance has always provided good service for the City of Fergus Falls and I would recommend this adjustment to the fees and approve a 5-year agreement.

Budgetary Impact: The proposed change to the workers' compensation fees results in an estimated \$512 increase based on the 2024 premiums.

Originating Department: Finance

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments:

None

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

AT&T MOBILITY	CELL PHONE DATA	89.76
AT&T MOBILITY	DATA PLANS/FIRE CHIEF	49.92
AT&T MOBILITY	DATA PLANS/PREVENTION CHIEF	44.88
AT&T MOBILITY	DATA PLANS/TRAINING CHIEF	49.92
ADMINISTRATOR'S CONTINGENCY FD	REFUND COBRA LIFE INSURANCE	165.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND 2024 RENTAL REGISTRATIN	355.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-LIFE	100.00
ADMINISTRATOR'S CONTINGENCY FD	RETURN ACH RECEIVED IN ERROR	19.83
AL'S REFRIGERATION INC	ICE MACHINE REPAIR/CLEANING	1,118.00
VESTIS	OCTOBER LINEN SUPPLY	1,192.99
VESTIS	OCTOBER LINEN SUPPLY	37.91
ANDAX	OCTOBER GEAR LIGHTS	146.20
AUTO VALUE - FERGUS FALLS	NOV SMALL ENGINE MAINTENANCE	145.59
CSG JANITORIAL	CLEANING WEEKS OF 10/27-11/3	500.00
BEYER BODY SHOP INC	TOW CADILLAC/24036474	125.00
BLUUM OF MINNESOTA LLC	SHIPPING CHARGES	58.00
BLUUM OF MINNESOTA LLC	TWO HDMI CABLES HD-HD-15EST	17.70
BLUUM OF MINNESOTA LLC	TWO HDMI CABLES HD-HD-25EST	32.22
BLUUM OF MINNESOTA LLC	TWO WALLPLATE DM-TX-4KZ-100-C	1,243.00
BMO FINANCIAL GROUP	ARMORER SCHOOL HOTEL-HEINEN	250.00
BMO FINANCIAL GROUP	BETH/CONNIE BCA CONF HOTEL	335.62
BMO FINANCIAL GROUP	CITY HALL COFFEE	51.92
BMO FINANCIAL GROUP	DRONE REGISTRATION	5.00
BMO FINANCIAL GROUP	GLOVES	152.90
BMO FINANCIAL GROUP	KITCHEN SUPPLIES	59.44
BMO FINANCIAL GROUP	MIRANDA RIGHTS CARDS	186.70
BMO FINANCIAL GROUP	MN ASSN HOUSING CODE OFFICIALS	165.00
BMO FINANCIAL GROUP	MOULTRIE MOBILE MONTHLY	9.99
BMO FINANCIAL GROUP	OCT CARBURETOR COMPAT W/ HONDA	68.00
BMO FINANCIAL GROUP	OCT HD COPPER CLEANING GEL	63.20
BMO FINANCIAL GROUP	OCT JANITORIAL 3-SHELF CART	187.12

General

BMO FINANCIAL GROUP	OCT KEYBOARD WRIST REST SET	40.98
BMO FINANCIAL GROUP	OCT LIVE BURN TRAINING SUPPLY	155.04
BMO FINANCIAL GROUP	OCT LODGING-FIRE CHIEFS CONFER	573.03
BMO FINANCIAL GROUP	OCT MEDICAL RESPONSE SUPPLIES	30.41
BMO FINANCIAL GROUP	OCT MEDICAL SUPPLIES	126.86
BMO FINANCIAL GROUP	OCT POOL TELESCOPIC SKIM RAKE	21.99
BMO FINANCIAL GROUP	OCTOBER ANTIFREEZE BLEND	44.82
BMO FINANCIAL GROUP	OCTOBER BATTERY REPLACEMENT	55.99
BMO FINANCIAL GROUP	OCTOBER DISPOSABLE LED BLADE	6.06
BMO FINANCIAL GROUP	OCTOBER FOAM BUFFING PADS	17.98
BMO FINANCIAL GROUP	OCTOBER GEL PENS	26.66
BMO FINANCIAL GROUP	OCTOBER MEETING-MEALS	74.72
BMO FINANCIAL GROUP	OCTOBER O'RINGS,GARBAGE BAGS	19.89
BMO FINANCIAL GROUP	OCTOBER PATCHES FOR UNIFORMS	93.57
BMO FINANCIAL GROUP	OCTOBER REPLACEMENT SHOCK KIT	144.47
BMO FINANCIAL GROUP	OCTOBER THERMOSTAT GUARD CLEAR	498.42
BMO FINANCIAL GROUP	OCTOBER TRAINING SUPPLIES	226.68
BMO FINANCIAL GROUP	OCTOBER TRUNK OR TREAT SUPPLIE	26.44
BMO FINANCIAL GROUP	OCTOBER 4-WAY SILLCOCK KEY	47.34
BMO FINANCIAL GROUP	OFFICE SUPPLIES	393.17
BMO FINANCIAL GROUP	OTTER COVE/HOLIDAY LIGHTS DISP	150.00
BMO FINANCIAL GROUP	SEPT DAB-N-SEAL ENVELOPE MOIST	9.49
BMO FINANCIAL GROUP	SEPT LIVE BURN TRAIN SUPPLIES	28.37
BMO FINANCIAL GROUP	SEPT LIVE BURN TRAINING SUPPLY	201.07
BMO FINANCIAL GROUP	SEPT PAINT FOR SAM'S TRAILER	13.49
BMO FINANCIAL GROUP	SEPTEMBER MEETING-MEALS	23.99
BMO FINANCIAL GROUP	SEPTEMBER OFFICE SUPPLIES	111.55-
BMO FINANCIAL GROUP	SEPTEMBER PAINT	87.96
BMO FINANCIAL GROUP	SONSTEBO UNIFORM PURCHASE	22.49
BMO FINANCIAL GROUP	SUBSCRIPTION RENEWAL	440.00
BMO FINANCIAL GROUP	TRANSCRIPTION HEADPHONES	125.13
BMO FINANCIAL GROUP	09/13-10/12/24 CONSTANT CONTAC	45.00
BMO FINANCIAL GROUP	10/03-11/03/24 TURBOSCRIBE	20.00
BMO FINANCIAL GROUP	10/06-11/05/24 PHOTO PLAN	10.78
BMO FINANCIAL GROUP	10/15/24-10/15/25 DROPBOX PRO	199.00
BMO FINANCIAL GROUP	3RD QTR 2024 FILING FORM 941	8.50
CARRS TREE SERVICE INC	OAK GROVE CEMETERY CLEAN-UP	600.00
CHARTER COMMUNICATIONS	11/02-12/01/24 CABLE	44.88
CHARTER COMMUNICATIONS	11/04-12/03/24 CABLE	52.62
COMMISSIONER OF REVENUE	2024 OCTOBER SALES TAX	64,326.00
COMMISSIONER OF REVENUE	2024 OCTOBER SALES TAX/THC	1,355.00
COOPERS TECHNOLOGY GROUP	NOV STAPLES,CATALOG ENVELOPES	34.87
COOPERS TECHNOLOGY GROUP	NOVEMBER SIDE LOAD DESK TRAYS	37.76

General

COOPERS TECHNOLOGY GROUP	OCT LEAD REFILLS,SHEET PROTECT	35.89
COSSETTE ELECTRIC LLC	NOV MOVE POWER EXHAUST FAN	1,372.74
DACOTAH PAPER CO	NOVEMBER PAPER TOWELS	173.12
DAILY JOURNAL	AUGUST CANNABIS ZONING ORD #58	81.03
DAILY JOURNAL	CHARTER COMMISSION FRANCHISE	102.72
DAILY JOURNAL	NOV SHORELAND MGMT ORDINANCE	99.53
DAILY JOURNAL	NOVEMBER PROPERTY TAX ABATEMEN	169.71
DEPT. OF LABOR AND INDUSTRY	COMM ARENA ELEVATOR ANNUAL OP	100.00
DEPT. OF LABOR AND INDUSTRY	NOVEMBER PRESSURE VESSELS	20.00
DEPT. OF LABOR AND INDUSTRY	OCT FIRE DEPT PRESSURE VESSEL	10.00
DEROSIER MASONRY	OCTOBER CONCRETE WORK	10,160.00
EQUIPMENT FUND	NOVEMBER EQUIPMENT RENT	127,704.85
EQUIPMENT FUND	OCT FUEL CHARGES #0951	692.38
EQUIPMENT FUND	OCT FUEL CHARGES #3002	37.88
EQUIPMENT FUND	OCT FUEL CHARGES #3004	59.31
EQUIPMENT FUND	OCT FUEL CHARGES #3006	158.40
EQUIPMENT FUND	OCT FUEL CHARGES #3009	33.69
EQUIPMENT FUND	OCT FUEL CHARGES #3019	49.88
EQUIPMENT FUND	OCT FUEL CHARGES #3040	49.36
EQUIPMENT FUND	OCT FUEL CHARGES #3041	61.05
EQUIPMENT FUND	OCT FUEL CHARGES #3045	194.60
EQUIPMENT FUND	OCT FUEL CHARGES #3049	188.38
EQUIPMENT FUND	OCT REPAIRS/SERVICE #3013	349.80
EQUIPMENT FUND	OCT REPAIRS/SERVICE #3049	102.53
4M FUND	OCT 2024 SERVICE CHARGE	55.65
FASTENAL COMPANY	NOV PARK SAFETY VENDING	18.12
FASTENAL COMPANY	NOV STREET SAFETY VENDING	18.12
F.F. AREA CHAMBER OF COMMERCE	NOV-STATE OF THE CITY MEETING	100.00
FERGUS FALLS CONVENTION &	SEP 2024 LODGING TAX	19,370.34
FERGUS FALLS CONVENTION &	SEP 2024 LODGING TAX ADMIN	581.11-
FLAHERTY & HOOD PA	OCTOBER LEGAL FEES	1,732.50
GALLS LLC	SONSTEBO UNIFORM PURCHASE	27.89
GENERAL FUND	OCTOBER COPIER USE	334.72
GENERAL FUND	OCTOBER POSTAGE USE	391.79
GENERAL FUND	TRANSFER OCTOBER COPIER USE	420.66-
GENERAL FUND	TRANSFER OCTOBER POSTAGE USE	654.92-
GOIN' POSTAL FERGUS FALLS	NOV RETURN THERMOSTAT COVERS	180.32
GOIN' POSTAL FERGUS FALLS	OCTOBER POSTAGE	17.42
GRAND FORKS FIRE EQUIPMENT LLC	NOVEMBER TO GEAR REPAIR	315.57
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	307.84
HCL TECHNOLOGIES LIMITED	11/01/24-11/01/25 SOFTWARE LIC	7,516.14
HIGH POINT NETWORKS LLC	AZURE ACTIVE DIRECTORY PREMIUM	1,008.00
HIGH POINT NETWORKS LLC	HPN MONTHLY M365/GSUITE BACKUP	372.00

General

HIGH POINT NETWORKS LLC	OFFICE 365 GS 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
HIRERIGHT LLC	NOV BACKROUND SCREENING CARLSO	11.75
HOME DEPOT CREDIT SERVICES	NOVEMBER RETURN SUPPLIES	21.98-
HOME DEPOT CREDIT SERVICES	NOVEMBER WING NUT TEST PLUG	5.65
HOME DEPOT CREDIT SERVICES	OCTOBER ADHESIVE TAPE	9.47
JONAH HOVE	SEPTEMBER CONFERENCE REGISTRAT	160.00
INDEPENDENT EMERGENCY SERVICES	E-911 SERVICES NOV 2024	21.54
INTRINSIC DESIGNS	OCTOBER LARGE OTTER BILLBOARD	125.00
KNUTSON ELECTRIC REBUILDING	OCTOBER MEW MOTOR	2,442.25
LAKE REGION ELECTRIC COOP	OCT/SNOW REMOVAL/EQUIP BLDG	119.59
LAKE REGION ELECTRIC COOP	OCTOBER ELECTRICITY EXPENSE	2,072.94
LAKE REGION HEALTHCARE CORP	GARCIA BLOOD DRAW/24018567	55.00
LAKELAND MENTAL HEALTH CENTER	OCT/EMPLOYEE ASSIST-1837501	105.00
LAKEWAY EXPRESS LLC	OCTOBER SMALL ENGINE FUEL	16.35
LEITCH EXCAVATING INC	NOV 1/3 CLASS 5 GRAVEL	3,737.07
VICTOR LUNDEEN COMPANY	OCTOBER COPY PAPER	990.00
VICTOR LUNDEEN COMPANY	OCTOBER LASER CHECKS	954.35
MACQUEEN EQUIPMENT INC	YEARLY SCBA FLOW TESTS	2,580.00
MARCO TECHNOLOGIES LLC	PROF. SERVICES-MOVE CAMERA S/W	496.00
MARCO TECHNOLOGIES LLC	COPIER CONTRACT 10/10-11/10	368.15
MARCO TECHNOLOGIES LLC	10/27-11/27/24 COPIER RENT	723.97
MARCO TECHNOLOGIES LLC	10/27-11/27/24 PRINTER RENT	107.04
MARK SAND AND GRAVEL COMPANY	NOV HOT MIX REDWOOD LANE	2,325.00
MARK SAND AND GRAVEL COMPANY	NOV SAND	889.03
MIDWEST PRINTING COMPANY	OCTOBER #10 WINDOW ENVELOPES	480.00
MINNKOTA ENVIROSERVICES INC	OCTOBER SHREDDING SERVICES	41.30
NELSON BROTHERS PRINTING INC.	LAKE REGION ROUTING SLIPS	177.26
TONY NEVILLE	OCTOBER PROFESSIONAL SERVICES	1,600.00
NYCKLEMOE & ELLIG PA	NOVEMBER PROSECUTING SERVICES	9,758.33
OLSON OIL COMPANY INC	OCT FIRE PREVENTION TRAIN PROP	25.18
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	38,950.22
OTTER TAIL POWER COMPANY	SEPT INSERT-ELECTION INFORMATI	131.45
OTTER TAIL POWER COMPANY	SEPT INSERT-FIRE PREVENTION	262.92
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	1,977.77
OVERHEAD DOOR CO	NOV SERVICE CALL N SHED PARK	170.00
PEMBERTON LAW PLLP	OCTOBER LEGAL FEES	1,353.50
POLICE DEPT CONTINGENCY FUND	ESTEP TRAVEL TRNG EXP	284.48
POLICE DEPT CONTINGENCY FUND	HEERTS UNIFORM PURCHASE	129.44
POLICE DEPT CONTINGENCY FUND	ONSTAD UNIFORM PURCHASE	25.00
POLICE DEPT CONTINGENCY FUND	RETURN FREEMAN FORF/24002859	1,952.00
POLICE DEPT CONTINGENCY FUND	RETURN HERUTH FORF/24034983	426.00

General

POLICE DEPT CONTINGENCY FUND	SONSTEBO UNIFORM PURCHASE	325.66
POLICE DEPT PETTY CASH	WEST SHIPPING RADAR DEVICE	15.17
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/OCT	1,931,157.48
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/3140NWG41	74,204.69-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/3140NWLD5	260,935.78-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CLF6	324,770.06-
PRINCIPAL CUSTODY SOLUTIONS	PURCHASE OF INVEST/91282CLR0	305,668.21-
PRINCIPAL CUSTODY SOLUTIONS	3RD QTR SERVICE FEE	3,266.07
R & R SPECIALTIES INC	NOVEMBER BATTERY FILL ADAPTER	157.65
SERVICE FOOD SUPERVALU	NOV JOHNSON RETIREMENT PARTY	77.97
SERVICE FOOD SUPERVALU	NOVEMBER ELECTION SUPPLIES	79.20
SHERWIN WILLIAMS CO	NOV 4' POLE,TRAY LINERS,ROLLER	40.35
SKY CREW SERVICES LLC	AUG MOWING SERVICES	2,480.00
SKY CREW SERVICES LLC	DECEMBER MANAGEMENT FEES	3,500.00
SKY CREW SERVICES LLC	JULY MOWING SERVICE	3,240.00
SKY CREW SERVICES LLC	SEPT MOWING SERVICES	1,160.00
LOGAN SONMOR	REFUND PERMIT #16735	617.00
LOGAN SONMOR	REFUND SURCHRG PERMIT 16735	50.00
SPEE DEE DELIVERY SERVICE INC	NOVEMBER FREIGHT	56.47
STEIN'S INC	NOV SANITARY NAPKIN RECEPTACLE	237.28
STEIN'S INC	NOVEMBER BUCKEYE CLEANER	80.84
STREICHER'S INC	FREEZE + P	519.99
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	809.30
SWANSTON EQUIPMENT CO	NOV STIHL THROTTLE INTERLOCK	8.08
SWANSTON EQUIPMENT CO	OCT RENT 72" DIAMOND ROTARY	350.00
TAG-UP	NOVEMBER NAME PLATES	40.00
T-MOBILE	TRUCK IPAD DATA PLANS	192.33
UGSTAD PLUMBING INC	AUG DEHUMIDIFIER WORK GASLINE	12,592.33
VERIZON WIRELESS	CELL/AIR CARDS 10/2-11/1	1,142.89
	F U N D T O T A L	1,324,798.10

P.A. General

CUMMINS SALES AND SERVICE	4 HR LOAD BANK GENERATOR TEST	1,828.06
GENERAL FUND	OCTOBER COPIER USE	28.16
GENERAL FUND	OCTOBER POSTAGE USE	13.63
JOHNSON CONTROLS INC	MONTHLY MAINT -HVAC OCT PARTS	133.95
MARCO TECHNOLOGIES LLC	10/27-11/27/24 COPIER RENT	51.89
MARCO TECHNOLOGIES LLC	10/27-11/27/24 PRINTER RENT	22.02

P.A. General

SERVICEMASTER CLEANING &	TILE & GROUT CLEANING AT CBHH	590.00
UGSTAD PLUMBING INC	BOILER/GEN CK 10/24/24	90.00
VISION CONCEPTS LLC	NOVEMBER/CBHH SNOW/LAWN CARE	2,750.00
	F U N D T O T A L	5,507.71

American Rescue Plan Act Fund

CAPITAL IMPROVEMENT FUND	PI 9767 PROJECT FUNDING	39,730.16
	F U N D T O T A L	39,730.16

Regional Treatment Center-City Operated

BMO FINANCIAL GROUP	RTC CUUDEBACK DIGITAL	16.18
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	209.33
	F U N D T O T A L	225.51

Public Library

AMERICAN LIBRARY ASSOCIATION	ALA MEMBERSHIP FOR 2025	325.00
BAKER & TAYLOR INC	BOOKS	1,811.77
BAKER & TAYLOR INC	FREIGHT SURCHARGE	36.88
BAKER & TAYLOR INC	LOWE BOOKS	32.69
BAKER & TAYLOR INC	PROCESSING	173.95
BMO FINANCIAL GROUP	OCTOBER BOOKS	725.85
BMO FINANCIAL GROUP	OCTOBER DIGITAL MATERIALS	2,435.00
BMO FINANCIAL GROUP	OCTOBER DVD'S	517.75
BMO FINANCIAL GROUP	OCTOBER OPERATING SUPPLIES	271.01
BMO FINANCIAL GROUP	OCTOBER POSTAGE	160.60
BMO FINANCIAL GROUP	SEPTEMBER POSTAGE	110.96
KIA DONAIS	OCTOBER MILEAGE, MEALS, PARKING	368.46
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	28.04

Public Library

HOLCIM-MWR INC	NOV CONCRETE AT LIBRARY	910.90
JUST ADD WATER LANDSCAPE	OCTOBER PROFESSIONAL SERVICES	100.42
KINGSLEY	BOOKDROP FLAPS	115.00
EMILY MILLARD	OCTOBER MILEAGE, LODGING, MEALS	601.29
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	1,465.40
OTTER TAIL POWER COMPANY	SEPT INSERT-FRIENDS OF LIBRARY	197.19
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	427.33
SUMMIT COMPANIES	11/01/24-10/31/25 FIRE ALARM	394.00
US BANK EQUIPMENT FINANCE	10/20-11/20/24 COPIER RENT	594.21
VIKING LIBRARY SYSTEM	CYBRARIAN	909.50
VIKING LIBRARY SYSTEM	IT SUPPORT FOR PCS	3,900.00
	F U N D T O T A L	16,613.20

Bigwood Event Center

ALCOHOL & GAMBLING ENFORCEMENT	2025 BUYERS CARD-LIQUOR & BEER	20.00
VESTIS	NOVEMBER LINEN SUPPLY	239.22
VESTIS	OCTOBER LINEN SUPPLY	239.22
BMO FINANCIAL GROUP	10/23/24 BEVERAGES	13.84
BMO FINANCIAL GROUP	10/23/24 FOOD	123.77
CARDCONNECT	OCTOBER CREDIT CARD FEES	85.61
DS BEVERAGES INC	NOVEMBER BEER	356.90-
MARCO TECHNOLOGIES LLC	10/29-11/29/24 COPIER RENT	133.47
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	2,042.83
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	387.96
PRECISION CATERING MINNESOTA	10/19/24 BEVERAGES	404.00
PRECISION CATERING MINNESOTA	10/19/24 FOOD	5,065.62
PRECISION CATERING MINNESOTA	10/19/24 LESS DOWN PAYMENT	898.50-
PRECISION CATERING MINNESOTA	10/19/24 LESS 15% BEVERAGES	38.10-
PRECISION CATERING MINNESOTA	10/19/24 LESS 15% FOOD	633.20-
TWEETON REFRIGERATION	OCTOBER ICE MACHINE RENTAL	180.00
	F U N D T O T A L	7,008.84

CDBG/HUD Revolving Loan

CDBG/HUD Revolving Loan

GENERAL FUND	OCTOBER COPIER USE	7.72
MISSION MECHANICAL INC	VENT SYSTEM/220 W LINCOLN #511	3,233.02
	F U N D T O T A L	3,240.74

P.I.R. Bond and Interest 2009

NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/INTEREST	1,950.00
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/PRINCIPAL	130,000.00
	F U N D T O T A L	131,950.00

P.I.R. Bond and Interest 2012B

NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/INTEREST	8,125.00
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/PRINCIPAL	110,000.00
	F U N D T O T A L	118,125.00

G.O. Capital Improvement 2010A

NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/FEES	495.00
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/INTEREST	5,050.00
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/PRINCIPAL	50,000.00
	F U N D T O T A L	55,545.00

Capital Improvement Bond and Interest 2012C

NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/INTEREST	37,350.00
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/PRINCIPAL	270,000.00

Capital Improvement Bond and Interest 2012C

F U N D T O T A L	307,350.00
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G.O. Equipment Certificates, Series 2020A

NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/INTEREST	4,575.00
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/PRINCIPAL	45,000.00
F U N D T O T A L		49,575.00

Capital Improvement

BMO FINANCIAL GROUP	OCTOBER DISCHARGE HOSE	39.90
BOLTON & MENK INC	PROF SERV. DELAGOON PARK IMP.	46,897.05
CAPITAL IMPROVEMENT FUND	PI 9767 PROJECT FUNDING	39,730.16-
CHOSEN VALLEY TESTING INC	SERVICES THROUGH 9/28/2024	2,973.00
JLG ARCHITECTS	PROF SERVICES ENDING 10/31/24	11,920.59
MARK SAND AND GRAVEL COMPANY	PAY APP NO. 4 - FINAL	87,306.20
ROBERT H NORDICK	417 STANTON/2024 SIDEWALK	450.00
ROBERT H NORDICK	619 N BROADWAY/2024 SIDEWALK	874.20
ROBERT H NORDICK	636 W LINCOLN / 2024 SIDEWALK	1,475.80
ROBERT H NORDICK	801 S UNION/2024 SIDEWALK	940.00
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	924.49
THE TRADESMEN CONSTRUCTION INC	PAY APP NO 10 - AQUATIC	928,319.10
UGSTAD PLUMBING INC	REPAIR TO STEAM HEAT	816.64
F U N D T O T A L		1,043,206.81

Liquor Store

ALCOHOL & GAMBLING ENFORCEMENT	2025 BUYERS CARD-LIQUOR & BEER	40.00
THE AMERICAN BOTTLING COMPANY	NOVEMBER/MIX	294.56
VESTIS	OCTOBER LINEN SUPPLY	326.05
ARTISAN BEER COMPANY	NOVEMBER/BEER	2,556.95

Liquor Store

ARTISAN BEER COMPANY	NOVEMBER/MIX	107.65
ARTISAN BEER COMPANY	NOVEMBER/THC BEVERAGES	810.60
BELLBOY CORPORATION	NOVEMBER/FREIGHT	98.67
BELLBOY CORPORATION	NOVEMBER/LIQUOR	5,487.12
BELLBOY CORPORATION	NOVEMBER/MIX	274.50
BELLBOY CORPORATION	NOVEMBER/PURCHASES-COOLERS	72.00
BELLBOY CORPORATION	NOVEMBER/THC BEVERAGES	960.00
BELLBOY CORPORATION	NOVEMBER/WINE	350.00
BEVERAGE WHOLESALERS INC	NOVEMBER/BEER	44,814.17
BEVERAGE WHOLESALERS INC	NOVEMBER/LIQUOR	2,149.00
BEVERAGE WHOLESALERS INC	NOVEMBER/MIX	326.80
BEVERAGE WHOLESALERS INC	NOVEMBER/WINE	313.60
BMO FINANCIAL GROUP	OCTOBER BLACK BOTTLE CARRIERS	211.70
BMO FINANCIAL GROUP	OCTOBER MOOD PANDORA	64.62
BRAUN VENDING INC	NOVEMBER WATER COOLER RENT	7.00
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/BEER	1,924.50
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/FREIGHT	299.47
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/LIQUOR	13,675.58
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/MIX	247.06
BREAKTHRU BEVERAGE MINNESOTA	NOVEMBER/WINE	1,392.00
CAYAN	OCTOBER 2024 CR CD FEES	13,698.57
VIKING COCA-COLA BOTTLING CO	NOVEMBER/MIX	515.54
COMMISSIONER OF REVENUE	2024 OCTOBER SALES TAX	29.45
DS BEVERAGES INC	NOVEMBER/BEER	46,589.70
DS BEVERAGES INC	NOVEMBER/LIQUOR	1,738.35
DS BEVERAGES INC	NOVEMBER/MIX	482.50
DS BEVERAGES INC	NOVEMBER/THC BEVERAGES	2,555.20
DS BEVERAGES INC	NOVEMBER/WINE	291.00
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	56.08
THE HOME CITY ICE COMPANY	NOVEMBER/FREIGHT #7631242045	15.00
THE HOME CITY ICE COMPANY	NOVEMBER/ICE #7631242045	135.30
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/FREIGHT	508.55
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/LIQUOR	16,074.53
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/MIX	85.00
JOHNSON BROTHERS LIQUOR CO	NOVEMBER/WINE	10,525.78
JOHNSON BROTHERS LIQUOR CO	OCTOBER/FREIGHT	453.22
JOHNSON BROTHERS LIQUOR CO	OCTOBER/LIQUOR	549.00
JOHNSON BROTHERS LIQUOR CO	OCTOBER/MIX	56.95
JOHNSON BROTHERS LIQUOR CO	OCTOBER/WINE	17,520.75
JUNKYARD BREWING COMPANY LLC	NOVEMBER/BEER	345.00
LIQUOR STORE	RECEIPT NOVEMBER RENT	358.00-
MARCO TECHNOLOGIES LLC	10/27-11/27/24 PRINTER OVERAGE	138.55
MARCO TECHNOLOGIES LLC	10/27-11/27/24 PRINTER RENT	125.90

Liquor Store

OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	2,536.03
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	738.65
PHILLIPS WINE & SPIRITS CO	NOVEMBER/FREIGHT	349.81
PHILLIPS WINE & SPIRITS CO	NOVEMBER/LIQUOR	13,035.49
PHILLIPS WINE & SPIRITS CO	NOVEMBER/MIX	300.00
PHILLIPS WINE & SPIRITS CO	NOVEMBER/THC BEVERAGES	184.50
PHILLIPS WINE & SPIRITS CO	NOVEMBER/WINE	6,363.83
PHILLIPS WINE & SPIRITS CO	OCTOBER/FREIGHT	163.40
PHILLIPS WINE & SPIRITS CO	OCTOBER/LIQUOR	4,932.00
PHILLIPS WINE & SPIRITS CO	OCTOBER/WINE	2,024.00
SOUTHERN GLAZER'S OF MN	NOVEMBER/FREIGHT	131.03
SOUTHERN GLAZER'S OF MN	NOVEMBER/LIQUOR	5,445.83
SOUTHERN GLAZER'S OF MN	NOVEMBER/MIX	40.00
SOUTHERN GLAZER'S OF MN	NOVEMBER/WINE	47.56
VINOCOPIA INC	NOVEMBER/FREIGHT	29.50
VINOCOPIA INC	NOVEMBER/LIQUOR	1,590.47
VINOCOPIA INC	NOVEMBER/MIX	120.00
VINOCOPIA INC	NOVEMBER/WINE	858.00
WINE MERCHANTS INC	OCTOBER/FREIGHT	14.62
WINE MERCHANTS INC	OCTOBER/WINE	1,624.10
	F U N D T O T A L	229,464.34

Refuse Disposal

VESTIS	OCTOBER LINEN SUPPLY	400.78
COMMISSIONER OF REVENUE	2024 OCTOBER SALES TAX	69.97
COMMISSIONER OF REVENUE	2024 OCTOBER SWMT	32,190.00
WASTE MANAGEMENT	10/16-10/31/24 PRO SERVICES	7,504.75
DEPT. OF LABOR AND INDUSTRY	OCT LANDFILL PRESSURE VESSEL	10.00
EQUIPMENT FUND	NOVEMBER EQUIPMENT RENT	48,389.41
FASTENAL COMPANY	NOV REFUSE SAFETY VENDING	18.12
HOME DEPOT CREDIT SERVICES	NOV UTILITY KNIVES/BLADES	46.61
JR OIL CO	NOV REMOVE USED FILTERS/ANTIFR	190.00
LIBERTY TIRE SERVICES LLC	NOVEMBER CAR TIRES	1,120.40
MACQUEEN EQUIPMENT INC	NOV 95 GALLON REFUSE LIDS	1,336.00
MARCO TECHNOLOGIES LLC	10/27-11/27/24 COPIER RENT	203.82
MARCO TECHNOLOGIES LLC	10/27-11/27/24 PRINTER RENT	95.57
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/INTEREST	24,371.88
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/PRINCIPAL	125,000.00

Refuse Disposal

OTTER TAIL COUNTY TREASURER	OCTOBER TIPPING FEES	92,099.78
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	223.91
OTTER TAIL POWER COMPANY	AUGUST SERVICE-MAIL BILLS	142.58
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	239.28
REVTRAK INC	OCTOBER 2024 CR CD FEES	3,693.93
SWANSTON EQUIPMENT CO	OCT RENT 72" DIAMOND ROTARY	350.00
WASTEWATER TREATMENT FUND	OCT ASH CELL LEACHATE	840.00
WASTEWATER TREATMENT FUND	OCT DEMO CELL 6,000 GALLONS	300.00
	F U N D T O T A L	338,836.79

Sewage Treatment

ADMINISTRATOR'S CONTINGENCY FD	NOV RECERTIFICATION FEE-BYE	45.00
VESTIS	OCTOBER LINEN SUPPLY	357.02
BMO FINANCIAL GROUP	OCT HP COMP BL 5/8", DRILL BITS	170.04
BMO FINANCIAL GROUP	OCT REPLACEMENT EDGER BLADES	34.97
BMO FINANCIAL GROUP	OCTOBER EXT CORD, STEEL WRENCH	93.95
BMO FINANCIAL GROUP	OCTOBER KEROSENE	53.08
BMO FINANCIAL GROUP	OCTOBER MEETING-LODGING	158.70
CORE & MAIN LP	NOV SEWER MANHOLE LIDS	1,185.78
COSSETTE ELECTRIC LLC	NOV INSTALL WEATERPROOF COVERS	176.05
COSSETTE ELECTRIC LLC	NOV SHOREVIEW LIFT STATION WOR	184.00
COSSETTE ELECTRIC LLC	NOV WORK AT TWO RIVERS LIFTSTA	442.84
DEPT. OF LABOR AND INDUSTRY	NOVEMBER PRESSURE VESSELS	70.00
EQUIPMENT FUND	NOVEMBER EQUIPMENT RENT	13,569.00
FASTENAL COMPANY	NOV S/S HARDWARE (WWTP)	20.46
FASTENAL COMPANY	NOV SEWER SAFETY VENDING	18.12
GOODIN COMPANY	NOVEMBER PRICE ADJUSTMENT	226.00-
GOODIN COMPANY	OCTOBER PIPES, NIPPLES	243.76
GOODIN COMPANY	OCTOBER PIPES, NIPPLES,	242.67
HACH COMPANY	NOV PUMP TUBING, CHLORINE, ACCUV	660.94
HAWKINS INC	NOVEMBER SULFER DIOXIDE	1,699.00
KORBY CONTRACTING COMPANY INC	OCT 40 TON CRANE/LIFT OUT MIX	620.00
LAKE REGION ELECTRIC COOP	OCTOBER ELECTRICITY EXPENSE	242.67
LEITCH EXCAVATING INC	NOV 1/3 CLASS 5 GRAVEL	3,737.07
LEWIS MOTOR REPAIR	NOV YASKAWA GA500 480V 3PH 31A	1,527.23
MARCO TECHNOLOGIES LLC	10/27-11/27/24 COPIER RENT	203.83
MARCO TECHNOLOGIES LLC	10/27-11/27/24 PRINTER RENT	80.19
MARK SAND AND GRAVEL COMPANY	NOV PEA ROCK SEWER DEPT	426.70

Sewage Treatment

MARK SAND AND GRAVEL COMPANY	NOV SAND	162.79
MINNESOTA PUMP WORKS	MAY HYDRAULIC KIT/LIFT STAT #9	4,501.82
MINNESOTA PUMP WORKS	NOV PEDESTAL SEAL GASKET	1,074.01
MINNESOTA PUMP WORKS	OCT ABS PUMPS STATION #19	12,807.00
MINNESOTA PUMP WORKS	SEPT MATCH SISTER PUMP STAT#14	12,390.02
MINNESOTA PUMP WORKS	SEPT REPLACE PUMP/MILL&CHANNIN	13,751.26
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	7,803.47
OTTER TAIL POWER COMPANY	AUGUST SERVICE-MAIL BILLS	142.58
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	359.40
RMB ENVIRONMENTAL LABORATORIES	NOVEMBER ANALYSIS	558.45
RMB ENVIRONMENTAL LABORATORIES	NOVEMBER PRIORITY POLLUTANTS	851.47
RMB ENVIRONMENTAL LABORATORIES	OCTOBER ANALYSIS	882.82
REVTRAK INC	OCTOBER 2024 CR CD FEES	3,693.94
SPEE DEE DELIVERY SERVICE INC	OCTOBER FREIGHT	35.65
USA BLUEBOOK	OCT SAMPLE CUP-MODULAR DIPPER	81.61
USA BLUEBOOK	OCTOBER HANDLE-MODULAR DIPPER	84.85
WASTEWATER TREATMENT FUND	RECEIPT TO OCT LEACHATE	1,140.00-
	F U N D T O T A L	84,078.21

Water

ADMINISTRATOR'S CONTINGENCY FD	NOV CERTIFICAITON FEE-HAMMES	23.00
ADMINISTRATOR'S CONTINGENCY FD	OCTOBER UTILITIES REFUNDS	46.01
VESTIS	OCTOBER LINEN SUPPLY	326.21
BMO FINANCIAL GROUP	OCT BATTERY CHARGERS,SCREWDRIV	77.96
BMO FINANCIAL GROUP	OCT REPLACE BATTERY CONNECTORS	25.00
DEPT. OF LABOR AND INDUSTRY	NOV PRESSURE VESSELS	30.00
EQUIPMENT FUND	NOVEMBER EQUIPMENT RENT	5,183.83
ETHANOL PRODUCTS LLC	OCTOBER 20,007 LBS CO2	1,600.56
FASTENAL COMPANY	NOV WATER SAFETY VENDING	18.12
FASTENAL COMPANY	NOV 5/8" SS BOLTS WATER PLANT	12.77
F.F. AREA CHAMBER OF COMMERCE	NOV-STATE OF THE CITY MEETING	25.00
FERGUSON WATERWORKS #1657	NOV 8/5 METER PLATE/GASKET	51.82
GENERAL FUND	OCTOBER COPIER USE	50.06
GENERAL FUND	OCTOBER POSTAGE USE	249.50
GOIN' POSTAL FERGUS FALLS	NOVEMBER POSTAGE	32.56
GOIN' POSTAL FERGUS FALLS	OCTOBER POSTAGE	86.16
GOIN' POSTAL FERGUS FALLS	SEPTEMBER CREDIT POSTAGE	14.40-
HAWKINS INC	NOV SPRING,AMMONIA,REPAIR KIT	621.54

Water

LEITCH EXCAVATING INC	NOV 1/3 CLASS 5 GRAVEL	3,737.06
MARCO TECHNOLOGIES LLC	10/27-11/27/24 COPIER RENT	265.29
MARCO TECHNOLOGIES LLC	10/27-11/27/24 PRINTER RENT	21.55
MARK SAND AND GRAVEL COMPANY	NOV PEA ROCK WATER DEPT	426.71
MARK SAND AND GRAVEL COMPANY	NOV SAND	366.19
METRO SALES INC	10/08-11/07/24 COPIER RENT	69.30
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/INTEREST	8,225.00
NORTHLAND TRUST SERVICES INC	SEMI-ANNUAL PAYMENT/PRINCIPAL	155,000.00
OBERG FENCE CO	NOV FENCING&GATES @ WATER PLAN	40,307.00
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	4,074.50
OTTER TAIL POWER COMPANY	AUGUST SERVICE-MAIL BILLS	142.58
OTTER TAIL POWER COMPANY	OCT LEAD,GRR,UNKNOWN CLASS LTR	633.88
OTTER TAIL POWER COMPANY	OCTOBER ENVELOPES	123.91
OTTER TAIL POWER COMPANY	OCTOBER MAIL LETTERS	98.74
OTTER TAIL POWER COMPANY	OCTOBER POSTAGE-LETTERS	669.99
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	292.34
RMB ENVIRONMENTAL LABORATORIES	NOV 1ST HALF BACTERIA MONITOR	214.23
RMB ENVIRONMENTAL LABORATORIES	OCTOBER 2ND HALF BACT MONITOR	188.10
REVTRAK INC	OCTOBER 2024 CR CD FEES	3,693.94
SWANSTON EQUIPMENT CO	OCT RENT 72" DIAMOND ROTARY	350.00
	F U N D T O T A L	227,346.01

Storm Water

CORE & MAIN LP	NOV STORM SEWER FRAME/GRATE/LI	1,858.09
EQUIPMENT FUND	NOVEMBER EQUIPMENT RENT	12,359.58
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	149.73
OTTER TAIL POWER COMPANY	SEPT INSERT-STORMWATER MGMT	197.19
	F U N D T O T A L	14,564.59

Equipment

VESTIS	OCTOBER LINEN SUPPLY	541.00
AMERICAN WELDING & GAS INC	NOV CYLINDER RENTALS	61.25
AMERICAN WELDING & GAS INC	NOV FORKLIFT PROPANE CYLINDERS	183.02

Equipment

AMERICAN WELDING & GAS INC	NOV OXYGEN/ARGON/SUPERARC	551.08
AMERICAN WELDING & GAS INC	NOV SUPERARC L56 (FAB SHOP)	279.84
ASHBY EQUITY ASSOCIATION	NOV BULK OIL ORDER 15W40/5W20	3,236.65
ASHBY EQUITY ASSOCIATION	NOV ISO 32 HYD OIL	663.85
AUTO VALUE - FERGUS FALLS	FLUID FILM (UTILITIES)	11.99
AUTO VALUE - FERGUS FALLS	NOV AIR FILTER UNIT 238	105.35
AUTO VALUE - FERGUS FALLS	NOV AIR/FUEL SENSOR UNIT 2100	101.99
AUTO VALUE - FERGUS FALLS	NOV BATT SIDE TERM POSTS	4.49
AUTO VALUE - FERGUS FALLS	NOV BRAKE CLEAN (SHOP)	35.88
AUTO VALUE - FERGUS FALLS	NOV COATING SOLUTION U-238	11.99
AUTO VALUE - FERGUS FALLS	NOV FITTING UNIT 501	3.99
AUTO VALUE - FERGUS FALLS	NOV FORM A GASKET UNIT 501	7.49
AUTO VALUE - FERGUS FALLS	NOV FUEL PUMP FILTER LANDFILL	21.40
AUTO VALUE - FERGUS FALLS	NOV HOLE PLUGS (SHOP)	28.46
AUTO VALUE - FERGUS FALLS	NOV STOCK AIR FILTER	46.75
AUTO VALUE - FERGUS FALLS	NOV STOCK FILTER ORDER AT P&R	59.06
AUTO VALUE - FERGUS FALLS	NOV STOCK HEADLAMP BULBS	26.98
AUTO VALUE - FERGUS FALLS	NOV STOCK OIL FILTERS	30.87
AUTO VALUE - FERGUS FALLS	NOV STOCK PARTS ORDER	429.49
AUTO VALUE - FERGUS FALLS	NOV STOCK 9005 HEADLAMP BULB	17.98
AUTO VALUE - FERGUS FALLS	NOV WTPF RELAY&PIGTAIL U-255	15.99
AUTO VALUE - FERGUS FALLS	OCT MARKER LIGHT UNIT 803	4.49
BMO FINANCIAL GROUP	OCT COLLAR,ROLLER BEARING,KIT	862.00
BMO FINANCIAL GROUP	OCT HORNBUCKLE,SHACKLE,BOLTS	168.88
BMO FINANCIAL GROUP	OCT SAMSUNG CHARGE PORT CLEAN	20.00
BMO FINANCIAL GROUP	OCT STROBE LIGHTS,HOUSING,	233.70
BMO FINANCIAL GROUP	OCTOBER ROLL-OFF TRACKS	476.00
BMO FINANCIAL GROUP	OCTOBER STRETCH WRAP	24.98
BMO FINANCIAL GROUP	SEPTEMBER MOTOR FUEL	32.05
BMO FINANCIAL GROUP	2082 BATTERY KEY FOB	4.77
BMO FINANCIAL GROUP	2099 KEY FOB BATTERY	10.78
BMO FINANCIAL GROUP	2106 PLATES	64.35
BRENCO	NOV UNLOADER VALVE UNIT 1165	315.93
CODE 4 SERVICES INC	2093 TEAR DOWN FOR AUCTION	764.40
COMMISSIONER OF REVENUE	2024 OCTOBER SPECIAL FUEL TAX	1,103.81
COMMISSIONER OF REVENUE	2024 OCTOBER SALES TAX	22.58
CUMMINS SALES AND SERVICE	FEB CREDIT RETURNED SEAL	71.21-
CUMMINS SALES AND SERVICE	JUN PIPE PLUG UNIT 225	22.28
DACOTAH PAPER CO	OCT PAPER TOWELS,TOILET PAPER	290.94
DEPT. OF LABOR AND INDUSTRY	NOV PRESSURE VESSEL PARKS BLDG	10.00
DEPT. OF LABOR AND INDUSTRY	NOVEMBER PRESSURE VESSELS	40.00
ENVIRONMENTAL EQUIP & SERVICES	NOV SUCTION TUBE/SHIELD U-238	405.84
EQUIPMENT FUND	NOVEMBER EQUIPMENT RENT	1,833.33

Equipment

EQUIPMENT FUND	OCT FUEL USAGE	1,524.93-
EQUIPMENT FUND	OCT REPAIRS/SERVICE	452.33-
EQUIPMENT FUND	REC NOVEMBER EQUIPMENT RENT	209,040.00-
FARGO FREIGHTLINER	NOV DEF HEADER/O-RING U-262	738.38
FARGO FREIGHTLINER	NOV NITROGEN SENSOR UNIT 267	776.06
FARGO FREIGHTLINER	NOV NOX SENSOR UNIT 228	469.99
JOHN DEERE FINANCIAL	NOV SPARE KEY UNIT 285	11.85
FASTENAL COMPANY	NOV SHOP SUPPLY VENDING	16.39
FERGUS TIRE CENTER INC	NOV ALIGNMENT UNIT 44	91.95
GRAINGER INC	NOV 1/2 PIPE PLUG (SHOP)	4.61
GREAT PLAINS NATURAL GAS CO	OCTOBER NATURAL GAS EXPENSE	313.16
HOME DEPOT CREDIT SERVICES	NOV 10'X100' CLEAR POLY SHEETI	69.98
HOME DEPOT CREDIT SERVICES	NOV 7/8" DEEP SOCKET (SHOP)	10.77
INTERSTATE BATTERY SYSTEM	NOV BATTERY ORDER	1,654.70
KRIS ENGINEERING INC	NOV JOMA PLOW BLADE SET/RUNNER	2,672.30
MARCO TECHNOLOGIES LLC	10/27-11/27/24 COPIER RENT	85.22
MCMASTER-CARR SUPPLY CO	NOV 1 1/4 FLOAT SWITCH 1030	138.38
MINNESOTA MOTOR COMPANY	AUGUST CAR WASHES	19.00
MINNESOTA MOTOR COMPANY	JULY CAR WASHES	43.00
MINNESOTA MOTOR COMPANY	JUN CREDIT RETURNED HARNESS/OI	152.80-
MINNESOTA MOTOR COMPANY	JUNE CAR WASHES	49.00
MINNESOTA MOTOR COMPANY	OCTOBER CAR WASHES	48.00
MINNESOTA MOTOR COMPANY	SEPTEMBER CAR WASHES	39.00
NELSON AUTO CENTER	NOV STEERING COLUMN U-79	478.46
NELSON AUTO CENTER	NOV TRANS SHIFT LEVER UNIT 79	66.83
NORDWALL MACHINE	NOV MACHINE BLOWER SHAFTS	116.00
NORTHWEST TIRE INC	2097 NEW TIRES	666.27
OLSON OIL COMPANY INC	NOV PREM FUEL PARK JACOB H	134.39
OLYMPIC SALES INC	NOV NEW WAY 24 YARD ONE ARM	151,669.18
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	955.46
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	249.98
POLICE DEPT CONTINGENCY FUND	2104 GAS FILL	37.06
PRODUCTIVITY PLUS ACCOUNT	NOV CARRIER BEARING/NUT U-283	363.20
R & R SPECIALTIES INC	NOV FLOW INDICATORS ZAMBONI'S	157.65
SANITATION PRODUCTS INC	NOV ROLLER GUIDE KIT U-262	1,329.46
SIGELMAN STEEL & SALVAGE CO	NOV 1.5" FLAT STEEL U-265	19.76
SIGNWORKS SIGNS & BANNERS INC	NOV ADD CITY LOGO TO UNIT 230	600.00
VALLEY SERVICE MECHANICAL LLC	NOV REPAIRS ON REZNOR HEATER	1,939.00
WALLWORK TRUCK CENTER F.F.	GASKET/SENSOR/HARNESS U-225	747.54
WALLWORK TRUCK CENTER F.F.	NOV FUEL FILTERS U-3045	276.90
WALLWORK TRUCK CENTER F.F.	NOV NITROGEN SENSOR U-267	644.43
WALLWORK TRUCK CENTER F.F.	NOV SEAL/FILTER/SENSOR U-225	534.26
WALLWORK TRUCK CENTER F.F.	NOV STOCK FILTER ORDER	393.42

Equipment

WALLWORK TRUCK CENTER F.F.	NOV STOCK FUEL FILTER	75.00
WALLWORK TRUCK CENTER F.F.	NOV STOCK FUEL FILTERS	476.40
WALLWORK TRUCK CENTER F.F.	NOV TEMP SENSOR UNIT 262	25.66
WALLWORK TRUCK CENTER F.F.	OCT TEMP SENSOR/ORING UNIT 241	62.85
ZIEGLER INC.	NOV TURBO/HEAD GASKETS U-453	1,745.45
	F U N D T O T A L	27,036.97-

Flexible Benefit Agency

WEX	2024 FLEX PLAN REIMB	395.13
	F U N D T O T A L	395.13

PEG Access

ACUITY INSURANCE	JAN - SEPT 2025 WORKERS' COMP	1,548.00
ACUITY INSURANCE	OCT - DEC 2024 WORKERS' COMP	516.00
BMO FINANCIAL GROUP	3RD QTR 2024 FILING FORM 941	8.50
LIQUOR STORE	NOVEMBER RENT	358.00
OTTER TAIL POWER COMPANY	OCTOBER ELECTRICITY EXPENSE	89.26
OTTER TAIL TELCOM	NOVEMBER TELEPHONE EXPENSE	228.49
	F U N D T O T A L	2,748.25

Fergus Falls Convention and Visitor's Bureau, Inc.

BMO FINANCIAL GROUP	OCTOBER GOOGLE ADVERTISING	935.64
BMO FINANCIAL GROUP	OCTOBER INTERNET ON TABLET	35.54
BMO FINANCIAL GROUP	OCTOBER IONOS	10.00
BMO FINANCIAL GROUP	SEPTEMBER EVOLVE CREATIVE	300.00
BMO FINANCIAL GROUP	WEB NETWORK SOLUTIONS	42.99
BMO FINANCIAL GROUP	09/29-10/28/24 INTERNET	46.99
BMO FINANCIAL GROUP	3RD QTR 2024 FILING FORM 941	8.50

11/18/2024

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

Fergus Falls Convention and Visitor's Bureau, Inc.

FERGUS FALLS CONVENTION &	SEP 2024 LODGING TAX	19,370.34-
FERGUS FALLS CONVENTION &	SEP 2024 LODGING TAX ADMIN	581.11
RICHES PROPERTIES LLC	DECEMBER RENT	525.00
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	93.80
	F U N D T O T A L	16,790.77-
	T O T A L A L L F U N D S	3,956,481.65

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

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 18 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

11/18/2024

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

COMMISSIONER OF REVENUE	99,096.81
DEPT. OF LABOR AND INDUSTRY	290.00
4M FUND	55.65
OTTER TAIL COUNTY TREASURER	92,099.78
AT&T MOBILITY	234.48
ACUITY INSURANCE	2,064.00
ADMINISTRATOR'S CONTINGENCY FD	753.84
ALCOHOL & GAMBLING ENFORCEMENT	60.00
AL'S REFRIGERATION INC	1,118.00
THE AMERICAN BOTTLING COMPANY	294.56
AMERICAN LIBRARY ASSOCIATION	325.00
VESTIS	3,660.40
AMERICAN WELDING & GAS INC	1,075.19
ANDAX	146.20
ARTISAN BEER COMPANY	3,475.20
ASHBY EQUITY ASSOCIATION	3,900.50
AUTO VALUE - FERGUS FALLS	1,110.23
BAKER & TAYLOR INC	2,055.29
BELLBOY CORPORATION	7,242.29
CSG JANITORIAL	500.00
BEVERAGE WHOLESALERS INC	47,603.57
BEYER BODY SHOP INC	125.00
BLUUM OF MINNESOTA LLC	1,350.92
BMO FINANCIAL GROUP	14,023.68
BOLTON & MENK INC	46,897.05
BRAUN VENDING INC	7.00
BREAKTHRU BEVERAGE MINNESOTA	17,538.61
BRENCO	315.93
CARDCONNECT	85.61
CARRS TREE SERVICE INC	600.00
CAYAN	13,698.57
CHARTER COMMUNICATIONS	97.50
CHOSEN VALLEY TESTING INC	2,973.00
VIKING COCA-COLA BOTTLING CO	515.54
CODE 4 SERVICES INC	764.40
COOPERS TECHNOLOGY GROUP	108.52
CORE & MAIN LP	3,043.87
COSSETTE ELECTRIC LLC	2,175.63
CUMMINS SALES AND SERVICE	1,779.13
DS BEVERAGES INC	51,299.85
DACOTAH PAPER CO	464.06
DAILY JOURNAL	452.99
WASTE MANAGEMENT	7,504.75
DEROSIER MASONRY	10,160.00
KIA DONAIS	368.46
ENVIRONMENTAL EQUIP & SERVICES	405.84
ETHANOL PRODUCTS LLC	1,600.56

11/18/2024

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

FARGO FREIGHTLINER	1,984.43
JOHN DEERE FINANCIAL	11.85
FASTENAL COMPANY	140.22
F.F. AREA CHAMBER OF COMMERCE	125.00
FERGUS TIRE CENTER INC	91.95
FERGUSON WATERWORKS #1657	51.82
FLAHERTY & HOOD PA	1,732.50
GALLS LLC	27.89
GOIN' POSTAL FERGUS FALLS	302.06
GOODIN COMPANY	260.43
GRAINGER INC	4.61
GRAND FORKS FIRE EQUIPMENT LLC	315.57
GREAT PLAINS NATURAL GAS CO	705.12
HCL TECHNOLOGIES LIMITED	7,516.14
HACH COMPANY	660.94
HAWKINS INC	2,320.54
HIGH POINT NETWORKS LLC	4,031.00
HIRERIGHT LLC	11.75
HOLCIM-MWR INC	910.90
THE HOME CITY ICE COMPANY	150.30
HOME DEPOT CREDIT SERVICES	120.50
JONAH HOVE	160.00
INDEPENDENT EMERGENCY SERVICES	21.54
INTERSTATE BATTERY SYSTEM	1,654.70
INTRINSIC DESIGNS	125.00
JLG ARCHITECTS	11,920.59
JR OIL CO	190.00
JOHNSON BROTHERS LIQUOR CO	45,773.78
JOHNSON CONTROLS INC	133.95
JUNKYARD BREWING COMPANY LLC	345.00
JUST ADD WATER LANDSCAPE	100.42
KINGSLEY	115.00
KNUTSON ELECTRIC REBUILDING	2,442.25
KORBY CONTRACTING COMPANY INC	620.00
KRIS ENGINEERING INC	2,672.30
LAKE REGION ELECTRIC COOP	2,435.20
LAKE REGION HEALTHCARE CORP	55.00
LAKELAND MENTAL HEALTH CENTER	105.00
LAKEWAY EXPRESS LLC	16.35
LEITCH EXCAVATING INC	11,211.20
LEWIS MOTOR REPAIR	1,527.23
LIBERTY TIRE SERVICES LLC	1,120.40
VICTOR LUNDEEN COMPANY	1,944.35
MACQUEEN EQUIPMENT INC	3,916.00
MARCO TECHNOLOGIES LLC	3,122.46
MARK SAND AND GRAVEL COMPANY	91,902.62
MCMASTER-CARR SUPPLY CO	138.38

11/18/2024

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

METRO SALES INC	69.30
MIDWEST PRINTING COMPANY	480.00
EMILY MILLARD	601.29
MINNESOTA MOTOR COMPANY	45.20
MINNESOTA PUMP WORKS	44,524.11
MINNKOTA ENVIROSERVICES INC	41.30
MISSION MECHANICAL INC	3,233.02
NELSON AUTO CENTER	545.29
NELSON BROTHERS PRINTING INC.	177.26
TONY NEVILLE	1,600.00
ROBERT H NORDICK	3,740.00
NORDWALL MACHINE	116.00
NORTHLAND TRUST SERVICES INC	975,141.88
NORTHWEST TIRE INC	666.27
NYCKLEMOE & ELLIG PA	9,758.33
OBERG FENCE CO	40,307.00
OLSON OIL COMPANY INC	159.57
OLYMPIC SALES INC	151,669.18
OTTER TAIL POWER COMPANY	62,167.64
OTTER TAIL TELCOM	4,901.20
OVERHEAD DOOR CO	170.00
PEMBERTON LAW PLLP	1,353.50
PHILLIPS WINE & SPIRITS CO	27,353.03
POLICE DEPT CONTINGENCY FUND	3,179.64
POLICE DEPT PETTY CASH	15.17
PRECISION CATERING MINNESOTA	3,899.82
PRINCIPAL CUSTODY SOLUTIONS	968,844.81
PRODUCTIVITY PLUS ACCOUNT	363.20
RMB ENVIRONMENTAL LABORATORIES	2,695.07
R & R SPECIALTIES INC	315.30
REVTRAK INC	11,081.81
RICHES PROPERTIES LLC	525.00
SANITATION PRODUCTS INC	1,329.46
SERVICE FOOD SUPERVALU	157.17
SERVICEMASTER CLEANING &	590.00
SHERWIN WILLIAMS CO	40.35
SIGELMAN STEEL & SALVAGE CO	19.76
SIGNWORKS SIGNS & BANNERS INC	600.00
SKY CREW SERVICES LLC	10,380.00
LOGAN SONMOR	667.00
SOUTHERN GLAZER'S OF MN	5,664.42
SPEE DEE DELIVERY SERVICE INC	92.12
STEIN'S INC	318.12
STREICHER'S INC	519.99
SUMMIT COMPANIES	1,203.30
SWANSTON EQUIPMENT CO	1,058.08
TWEETON REFRIGERATION	180.00

11/18/2024

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

TAG-UP	40.00
T-MOBILE	192.33
THE TRADESMEN CONSTRUCTION INC	928,319.10
UGSTAD PLUMBING INC	13,498.97
USA BLUEBOOK	166.46
US BANK EQUIPMENT FINANCE	594.21
VALLEY SERVICE MECHANICAL LLC	1,939.00
VERIZON WIRELESS	1,236.69
VIKING LIBRARY SYSTEM	4,809.50
VINOCOPIA INC	2,597.97
VISION CONCEPTS LLC	2,750.00
WALLWORK TRUCK CENTER F.F.	3,236.46
WEX	395.13
WINE MERCHANTS INC	1,638.72
TOTAL OTHER GOVERNMENT	191,542.24
TOTAL OTHER VENDORS	3,764,939.41
TOTAL ALL VENDORS	3,956,481.65