

**WORTHINGTON CITY COUNCIL  
ANNUAL MEETING**

**AGENDA**

**7:00 P.M. - Monday, January 13, 2014  
City Hall Council Chambers**

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**B. INTRODUCTIONS AND OPENING REMARKS**

**C. AGENDA ADDITIONS/CHANGES AND CLOSURE**

1. Additions/Changes
2. Closure

**D. CONSENT AGENDA**

1. CITY COUNCIL MINUTES (WHITE)
  - a. City Council Minutes of Regular Meeting December 23, 2013
  - b. City Council Special Meeting Minutes of January 8, 2014
  - c. Joint Worthington City Council/Nobles County Board of Commissioners/WREDC Board of Directors Special Meeting Minutes of January 10, 2014
2. MINUTES OF BOARDS AND COMMISSIONS (PINK)
  - a. Water & Light Commission Meeting Minutes of January 6, 2014
  - b. Center for Active Living Committee Meeting Minutes of December 10, 2013
3. a. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)

Case Items

1. Annual Appointments
2. Appointment of City Attorney

**4. BILLS PAYABLE**

PLEASE NOTE: All utility expenditures are listed as 601,602,and 604, and are approved by the Water and Light Commission

**E. CITY COUNCIL BUSINESS - ADMINISTRATION (WHITE)**

Case Items

1. Election of Mayor Pro-Tem
2. Third Reading Proposed Ordinance Amending Title XV of the City Code of Worthington, Nobles County, Minnesota - Zoning Fee Schedule
3. Presentation of Recreation Activities by the YMCA
4. Adjustment to City Flexible Spending Account Cafeteria Plan

**F. CITY COUNCIL BUSINESS - PUBLIC WORKS (GREEN)**

Case Item

1. Approve 2014 YMCA Contract

**G. CITY COUNCIL BUSINESS - COMMUNITY/EC DEVELOPMENT (GRAY)**

Case Item

1. Authorization to Execute Contract for Structural Assessment of the Former K-Mart Building

**H. COUNCIL COMMITTEE REPORTS**

1. Mayor Oberloh
2. Council Member Kuhle
3. Council Member Graber
4. Council Member Sankey
5. Council Member Wood
6. Council Member Nelson

**I. CITY ADMINISTRATOR REPORT**

**J. ADJOURNMENT**

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, DECEMBER 23, 2013**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Alan E. Oberloh with the following Council Members present: Diane Graber, Rod Sankey, Ron Wood, Scott Nelson. Council Members absent: Mike Kuhle and Honorary Council Member Jerry Eykyn (excused).

Staff present: Craig Clark, City Administrator; Mike Cumiskey, Public Safety Director; Janice Oberloh, City Clerk.

Others present: Darlene Macklin; Ken & Zuby Janssen; Aaron Hagen, Daily Globe.

The Pledge of Allegiance was recited.

**AGENDA APPROVED/CLOSED WITH CHANGES**

Staff noted the following changes to the agenda:

- Consent agenda addendum - additional on-sale beer license renewal Tacos Lupe, Francisco Resendiz, 415 Ninth Street
- Note that Item E7 was included in the agenda packet but not listed on the agenda page
- Remove Item F1 as Officer Liepold was unable to attend the meeting

The motion was made by Council Member Graber, seconded by Council Member Wood and unanimously carried to approve/close the agenda with the noted changes.

**CONSENT AGENDA APPROVED**

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to approve the consent agenda as follows:

- City Council Minutes of Regular meeting December 9, 2013 and Special meeting December 16, 2013
- Minutes of Boards and Commissions - Worthington Economic Development Authority Minutes of December 9, 2013; Worthington Housing and Redevelopment Authority Minutes of December 4, 2013, November 25, 2013 and November 19, 2013; Heron Lake Okabena Watershed Regular Board Meeting Minutes of October 15, 2013
- Municipal Liquor Store Income Statement for the Period January 1, 2013 through November 30, 2013
- 2014 License Renewals:
  - On-Sale Beer
  - 2014-11 Tsehaytu Agre Café & Restaurant, Abay Melaku, 304 Tenth Street
  - 2014-12 El Taco Restaurant, Jose Maldonado, 418 Tenth Street

Off-Sale Beer

2014-17 Top Asian Food Store, Bill Souksavong, 312 Tenth Street  
2014-18 Food N' Fuel, Cho V Lo, 907 Diagonal Road

Dance

- 2014-3 Fraternal Order of Eagles #3282, 205 Oxford Street
- Amendment No. 2 to Agreement with the EMC for Operation of the Industrial Wastewater Treatment Facility
  - Bills payable and totaling \$697,358.29 be ordered paid

**ON-SALE BEER, ON-SALE WINE, AND ON-SALE LIQUOR LICENSES APPROVED FOR  
MINI MARKET LUPITA, MARIA PARGA, 1906 OXFORD STREET**

The motion was made by Council Member Nelson, seconded by Council Member Wood and unanimously carried to approve the following license applications for Mini Market Lupita, Maria Parga, 1906 Oxford Street:

On-Sale Beer - license period January 1 through December 31, 2014  
On-Sale Wine - license period January 1 through June 30, 2014  
On-Sale Liquor - license period January 1 through June 30, 2014

**ON-SALE BEER AND ON-SALE WINE LICENSE APPROVED - BENLEE'S BROS. CAFÉ,  
DAVE HARTZLER, 212 TENTH STREET**

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to approve the following license applications for BenLee's Bros. Café, Richard Hartzler, 212 Tenth Street:

On-Sale Beer - license period January 1 through December 31, 2014  
On-Sale Wine - license period January 1 through June 30, 2014

**ON-SALE BEER LICENSE APPROVED - LA MORENITA, OLIVIA FIGUEROA, 1517  
OXFORD STREET**

The motion was made by Council Member Nelson, seconded by Council Member Wood and unanimously carried to approve the following license application for La Morenita, Olivia Figueroa, 1517 Oxford Street:

On-Sale Beer - license period January 1 through December 31, 2014

La Morenita will be subject to a weekend license suspension as a penalty for an alcohol compliance

check violation that occurred in 2012 and has now been through the court system.

### **SUMMARY OF PERFORMANCE EVALUATION OF CITY ADMINISTRATOR**

At their December 16, 2013 Special Meeting, Council completed a performance evaluation of City Administrator Craig Clark in closed session as allowed by MS § 13D.05 Subd. 3(a). The statute also provides that Council must provide a summary of the performance evaluation at their next open meeting. Mayor Oberloh stated that the review was favorable, that Council provided some work items for Mr. Clark, and that based on the level of the review he is entitled to a raise, steps, and cost of living adjustment. The Clerk noted that the cost of living adjustment will be provided as of January 1<sup>st</sup>.

### **SECOND READING PROPOSED ORDINANCE AMENDING TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA-ZONING FEE SCHEDULE**

Pursuant to published notice, this was the time and date set for the second reading of a proposed ordinance amending Title XV of the City Code of Worthington as follows:

That Worthington City Code, Title XV, Section 155.224 shall be re-titled "Zoning Fee Schedule" and amended to read as follows:

Zoning Fees shall be assessed for work governed by this Title with the fee schedule established from time to time by Resolution of the City Council.  
Such fees shall be non-refundable.

The motion was made by Council Member Wood, seconded by Council Member Sankey and unanimously carried to give a second reading to the proposed ordinance.

### **NOMINATING COMMITTEE RECOMMENDATIONS APPROVED**

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to approve the following Nominating Committee recommendations for committee appointments:

#### **Center for Active Living -**

Jesse Leopold to replace Mike Woll who's first term will expire December 31, 2013 but has declined to serve another term

Carole Wiese to replace Sharon Johansen who's first term will expire December 31,

2013 but has declined to serve another term.

Pat Henderscheidt to replace Bobbie Korthals who's first term will expire December 31, 2013 but has declined to serve another term.

**QUOTE FOR CITY ENTRANCE SIGNS APPROVED WITH AUTHORIZATION FOR CITY EXPENDITURE OF \$50,000**

Council reviewed a proposed design from Fullerton Building system for three city entrance signs that would be similar to those originally proposed by MnDOT but more affordable. Total cost of the three signs from Fullerton is \$45,312, with an additional cost for the illuminated portion of the sign of \$18,735 from Harvey Signs. Additional costs for concrete and dirt work brings the estimated final total for the three signs to \$73,547 plus electrical connections - of this amount, the City is committed to \$50,000 of the proposed costs. Council Member Nelson noted the asymmetrical design of the sign was selected because the committee wanted something that would be different.

The motion was made by Council Member Nelson, seconded by Council Member Wood and unanimously carried to approve the quotation and design from Fullerton Building Systems in the amount of \$45,312, Harvey Sign Company for \$18,735, the material, fuel and connection expense for the three entrance signs for the city of Worthington, and to authorize the Mayor to sign the agreements.

Foundation work for the signs will be donated by Bob McCuen at \$2,000 per sign, and the dirt work will be donated by Suzanne Murphy, Worthington Excavating.

**RESOLUTION ADOPTED AUTHORIZING TRANSFER OF K-9 LAIKA TO PET STATUS**

After 8 ½ years of working together with Police Officer Randy Liepold, Canine Laika will be retiring at the end of December after 10 years of service. Staff was requesting that on December 31, 2013 Laika be decommissioned as City property and that Council resolve that she becomes the family pet of Randy Liepold. Officer Liepold has signed an agreement that Laika will not be used for law enforcement purposes.

The motion was made by Council Member Nelson, seconded by Council Member Sankey and unanimously carried to adopt the following resolution authorizing the transfer of K-9 Laika to Pet Status:

**RESOLUTION AUTHORIZING TRANSFER OF K-9 LAIKA TO PET STATUS**

Whereas: K-9 Laika will retire from duty on the Worthington Police Department on December 31, 2013, 2013.

Therefore: Be it resolved that upon Laika's retirement from duty she be assigned to pet status and officially be decommissioned as property of the City of Worthington. Laika, upon decommissioning, will become the family pet of Randy Liepold and will no longer be used for law enforcement purposes.

Staff will be hosting an open house for Laika and the K-9 Unit from 10:00 to 12:00 p.m. on December 31, 2013 at the Worthington Fire Hall training room to honor Laika and her partner, Officer Randy Liepold.

**RESOLUTION ADOPTED AUTHORIZING GRANT AGREEMENT WITH MN DEPARTMENT OF PUBLIC SAFETY FOR BUFFALO RIDGE DRUG TASK FORCE**

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to adopt the following resolution authorizing a grant agreement with the Minnesota Department of Public Safety for continued funding for the Buffalo Ridge Drug Task Force for 2014-2015:

**RESOLUTION RELATING TO BUFFALO RIDGE DRUG TASK FORCE GRANT AGREEMENT**

WHEREAS, the Counties of Nobles, Murray and Pipestone, by and through their Sheriff's Departments, and the Cities of Adrian, Fulda, Slayton and Worthington, by and through their Police Departments (sometimes referred to herein as the 'parties'), have formed and operated a task force for the purpose of coordinating regional drug enforcement efforts; and

WHEREAS, the parties have determined that the task force should be called the 'Buffalo Ridge Drug Task Force'; and

WHEREAS, the parties have determined that, pursuant to Minn. Stat. §471.59, they should form a Joint Powers Agreement for the purposes of coordinating and administering Buffalo Ridge Drug Task Force efforts, and to receive law enforcement funds available for regional narcotics task forces through the State and Federal Government; and

WHEREAS, by the Worthington City Council resolution, the City of Worthington entered into a Joint Powers Agreement with the parties for the purpose of forming and operating the 'Buffalo Ridge Drug Task Force'.

NOW THEREFORE BE IT RESOLVED, Worthington Police Department, on behalf of Buffalo Ridge Drug Task Force, enter into an agreement with the Minnesota Department of Public Safety, Office of Justice Programs and that Michael J. Cumiskey, Worthington Public Safety Director, is authorized to execute such agreement and any amendment thereto;

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the task force grants administrator of Minnesota Department of Public Safety, Office of Justice Programs.

### **COUNCIL COMMITTEE REPORTS**

Mayor Oberloh - attended a WREDC meeting, their annual meeting is coming up in January and will be held at the Event Center - the BioScience conference is also in the planning stage now - also received an update on some things that WREDC is doing.

Council Member Graber - the CAL committee met December 2<sup>nd</sup>, they identified a need for more volunteers, also discussed racquetball, and reviewed proposed programs. They met earlier regarding a request from the food delivery service for a reduced rate for the meals they deliver there - up to 50 are delivered but only 2 to 4 people are eating there during the day - they would like their current cost of \$10/day to be reduced. Memorial Auditorium Board - discussed Margaret's retirement, the budget, and the sign. Margaret's party will be held on the 30<sup>th</sup>. Attended the SW Mental Health Center's open house - very impressed by number of employees and their programming. Library discussion held on December 16<sup>th</sup>. She and Mr. Clark will be meeting with the Friends of the Auditorium within the next week regarding the future of that organization.

Council Member Sankey - nothing to report.

Council Member Wood - nothing to report.

Council Member Nelson - the Chamber Annual meeting will be held January 10<sup>th</sup> at the Event Center.

### **CITY ADMINISTRATOR'S REPORT**

Attended a meeting with local builders on the 12<sup>th</sup> regarding housing - looking for solutions - they established a target date of April 1<sup>st</sup> for a proposal to move forward with - will continue to work on it.

### **ADJOURNMENT**

The motion was by Council Member Sankey, seconded by Council Member Nelson and unanimously carried to adjourn the meeting at 7:37 p.m.

Janice Oberloh, MCMC  
City Clerk



**WORTHINGTON CITY COUNCIL  
SPECIAL MEETING, JANUARY 8, 2014**

The meeting was called to order at 7:00 a.m. in City Hall Council Chambers by Mayor Alan E. Oberloh with the following Council Members present: Mike Kuhle, Diane Graber, Rod Sankey, Ron Wood, Scott Nelson.

Staff present: Craig Clark, City Administrator; Brian Kolander, Finance Director; Mike Cumiskey, Public Safety Director; Scott Hain, General Manager Worthington Public Utilities; Janice Oberloh, City Clerk; Chris Dybeveck, Tim Gaul, Shari Droll, and Brett Wilttrout, Public Safety Department.

Others present: Justine Wettschreck, KWOA; Aaron Hagen, Daily Globe; Tom Johnson and Julie Wellnitz, Nobles County; Gary Hoffmann, Water and Light Commission (7:12 a.m.).

**REPLACEMENT OF IN-CAR VIDEO SYSTEM AND BUDGETING REQUEST  
APPROVED**

The current in-car video system used by the City of Worthington Public Safety Department is scheduled for replacement in 2015. Continued outages with the system have worsened over the past 12 months, and interfere with the ability to record events that are vital to operations and court cases. The system was scheduled for replacement in 2015, however, Mike Cumiskey, Public Safety Director, was requesting that Council approve replacement of the system in 2014, with the following proposed funding:

1. \$35,190 Video Camera System ERS 101-42110-5549
2. \$5,000 Radar Units ERS 101-42110
3. \$15,000 Police Programs Training/Equipment Reserve Fund
4. \$10,000 PD Drug Forfeiture Reserve Fund
5. \$10,000 County Attorney's Office Contribution of Forfeiture funds

The motion was made by Council Member Kuhle, seconded by Council Member Graber and unanimously carried to approve the request for replacement of the in-car video system in 2014, with the proposed funding for items 1 through 4 to budget year 2014 101-42110-5549.

Mayor Oberloh stated Council would take item B.3 out of turn as Gary Hoffmann, Water and Light Commission member, was not yet in attendance to discuss item B.2.

**CITY ATTORNEY AUTHORIZED TO PURSUE RELEASE OF FORMER POOL SITE TO  
NOBLES COUNTY FOR LIBRARY**

The motion was made by Council Member Kuhle, seconded by Council Member Nelson and unanimously carried to authorize City Attorney Mark Shepherd to pursue release of the former outdoor pool site to Nobles County for a new Library.

Craig Clark, City Administrator, reminded Council that even if the 1<sup>st</sup> National Bank of Minneapolis

who controls the property approves of the release, it would still need to go up for referendum for the voters to decide per our City Charter, as the property is considered park land.

**CITY CONTRIBUTION TO EMPLOYEE HEALTH SAVING ACCOUNT PLAN OPTIONS  
WITH PEIP APPROVED**

With the upcoming change in the City's Health Insurance program, a Health Savings Plan (HSA) will be offered as a lower premium/higher deductible and co-pay plan. The lower premium would result in a savings for the City, and as an incentive for employees to choose the HSA option, staff was asking Council to consider a contribution to the HSA.

The motion was made by Council Member Wood, seconded by Council Member Nelson and unanimously carried to approve a contribution of \$650 to the employees HSA account for family coverage, and a contribution of \$300 for an employees HSA account for single coverage.

**ADJOURNMENT**

The motion was made by Council Member Wood, seconded by Council Member Nelson, and unanimously carried to adjourn the meeting at 7:38 a.m.

Janice Oberloh, MCMC  
City Clerk

**JOINT WORTHINGTON CITY COUNCIL/NOBLES COUNTY BOARD OF  
COMMISSIONERS/WREDC BOARD OF DIRECTORS  
SPECIAL MEETING, JANUARY 10, 2014**

The meeting was called to order at 7:00 a.m. at the Worthington Fire Hall by Mayor Alan E. Oberloh with the following Council Members present: Mike Kuhle, Diane Graber, Rod Sankey, Ron Wood, Scott Nelson.

Nobles County Commissioners present: Bob Demuth, Jr.; Marvin Zylstra; Matt Widboom; Don Linssen; Gene Metz.

WREDC Board Members present: Jeff Williamson; Jason Turner; Bruce Heitkamp.

City staff present: Craig Clark, City Administrator; Brian Kolander, Finance Director; Brad Chapulis, Director of Community/Economic Development; Scott Hain, General Manager Worthington Public Utilities; Janice Oberloh, City Clerk.

Nobles County staff present: Tom Johnson, Nobles County Administrator.

WREDC staff present: Abraham Algadi, WREDC Director.

Others present: Gary Shelton, Scott County Administrator; Darlene Macklin, Worthington Area Chamber of Commerce Executive Director; Justine Wettschreck, KWOA; Aaron Hagen, Daily Globe.

**PRESENTATION BY GARY SHELTON, SCOTT COUNTY ADMINISTRATOR,  
WORKING TOGETHER TO STRENGTHEN EACH OTHER**

City representatives in attendance at the Coalition of Greater Minnesota Cities 2013 fall conference heard a presentation by Scott County Administrator, Gary Shelton, on an initiative they had established to get their government entities working together to greater benefit their area. Upon their request, Mr. Shelton agreed to come to Worthington to present his information to interested groups.

The presentation, titled "Working Together to Strengthen Each Other", was based on establishment and efforts of the Scott County Association for Leadership and Efficiency (SCALE). The SCALE organization was established in 2003, with representatives from all government entities in Scott County including townships, elected officials, staff, school districts, State Representatives, Watersheds, Park District, Soil & Conservation, and tribal members among others. The Association's mission is to "explore new and innovative ways in which government entities can collaborate to provide superior services while making the most of limited resources." They have completed a Unified Economic Development, Land Use and Transportation Plan, which enables them to quickly provide information to prospective businesses. Mr. Shelton said forming the Association keeps them all talking together and focuses on what will benefit not only their county, but the cities within their county, the surrounding area, the metro area, greater Minnesota, and the state. SCALE's collaborative efforts have resulted in investments of \$454.3 million in projects and

the addition of 4,566 jobs. Mr. Shelton said given the attendance at this meeting, Worthington had a good start to working together, and has a good location - it takes a long time to get something like this going, but we should never say we're too small to do something.

Meeting participants thanked Mr. Shelton for taking his presentation.

### **WORTHINGTON REGIONAL DEVELOPMENT CORPORATION HOUSING INITIATIVE UPDATE**

Abraham Algadi, Worthington Regional Development Corporation Director, provided information from the "Builders Meeting" held December 12, 2013. The meeting addressed the housing situation in Worthington, and determined that there is a need for 500 houses to be built by 2020. Mr. Algadi introduced the "Nobles Home Initiative" as the result of that meeting, with the established goal to develop a multi-prong approach to encourage private investment in all segments of the housing market within the incorporated area of Nobles County, to help mitigate the risk of new development and promote new construction, and to develop a robust model to address housing needs across all income scales.

Mr. Algadi added they will be marketing the program and will be coming to the local entities for support.

### **ADJOURNMENT**

The motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to adjourn the meeting at 8:55 a.m.

Janice Oberloh, MCMC  
City Clerk

**UNAPPROVED**

## **WATER AND LIGHT COMMISSION MINUTES REGULAR MEETING JANUARY 6, 2014**

The regular meeting of the Water and Light Commission was called to order in the Worthington Public Utilities Conference Room at 3:00 P.M., CST, by President Randy Thompson with the following members present: Ron Wood, Gary Hoffmann, James Elsing and Kevin Donovan.

Staff members present were Scott Hain, General Manager; Deb Scheidt, Secretary to the Commission

Others present: Aaron Hagen, Daily Globe

### **AGENDA ADDITIONS/CLOSURE**

A motion was made by Commissioner Wood, seconded by Commissioner Donovan and unanimously carried to close the agenda as presented.

### **CONSENT AGENDA APPROVED**

A motion was made by Commissioner Donovan, seconded by Commissioner Hoffmann and unanimously carried to approve the consent agenda as follows:

- Water and Light Commission minutes of the regular meeting held on December 2, 2013
- Financial statements and staff reports for November 2013
- Utility bills payable totaling \$271,731.13 for December 6, December 13, December 20 and December 27, 2013, and January 3, 2014

### **2014 WATER & LIGHT COMMISSION MEETING SCHEDULE**

Scott Hain, General Manager, reviewed the 2014 Water and Light Commission meeting schedule with Commission members.

A motion was made by Commissioner Wood, seconded by Commissioner Elsing and unanimously carried to approve the 2014 Water and Light Commission schedule of regular meetings as presented.

### **REGIONAL BIOSCIENCE CONFERENCE SPONSORSHIP**

The 10<sup>th</sup> Annual Regional Bioscience Conference will be held April 3-4, 2014, at the Worthington Event Center. The conference is hosted by Worthington Regional Economic Development Corporation (WREDC). Scott Hain, General Manager, reported that Worthington Public Utilities received a request to consider a sponsorship for the event and presented the sponsorship opportunities to the Commission.

Commission members had a brief discussion on this year's sponsorship request and were in agreement that a sponsorship at some level should be considered to show support of the conference, new WREDC management and the new Worthington Event Center.

After discussion, a motion was made by Commissioner Donovan, seconded by Commissioner Elsing and unanimously carried to participate in the 2014 event at the \$1,500 Silver Sponsorship level.

## **SOLAR POWER PROJECT**

Scott Hain, General Manager, reminded Commission members that at their October 7, 2013, regular meeting, the Commission formally committed to Worthington Public Utilities (WPU) providing solar lighting for the proposed new "Welcome to Worthington" entrance signs with funding for the project to come from our capital projects reserve fund for renewable energy.

Mr. Hain reported that the City of Worthington is proceeding with the project and will coordinate the construction of the signs. WPU will cover the costs for labor and material to provide solar power to light the signs. WPU has received a proposal from Backup Power Source, Inc., from Slayton, MN, for the solar lighting. The material cost per sign for three signs is \$2,431 (installation not included). Mr. Hain reported that the Electric Department will work with Backup Power Source and utilize as much of WPU's labor as possible. Utility staff will continue to update the Commission on the project.

Mr. Hain also reported that staff is in the process of scheduling meetings with two solar vendors to discuss other potential projects. Commissioner Wood also presented information on a possible solar project at the Prairie View Golf Links.

## **WEBSITE DESIGN**

Scott Hain, General Manager, reported that Emagine out of Spencer, Iowa, has been contracted to develop a new website design for Worthington Public Utilities (WPU). WPU's existing site was developed by Morris Electronics in 2003. Emagine provided a link to the website mockup which includes the "home page" only to date and was shared with Commission members. While viewing the link, Commission members stated that they like the initial design but thought that more pictures should be included on the new site along with a site map, and potentially providing a translator function, a search function and a counter. Utility staff will contact Emagine to discuss adding these features.

## **LEGISLATIVE BREAKFAST**

Scott Hain, General Manager, reported that a legislative breakfast will be held on Saturday, January 11, at the Hickory Lodge beginning at 7:30 a.m. to discuss the 2014 legislative session. Senator Bill Weber and Representatives Rod Hamilton and Joe Schomacker are invited to attend. Reservations will be made for Commission members who are able to attend.

## **ADJOURNMENT**

A motion was made by Commissioner Wood, seconded by Commissioner Hoffmann and unanimously carried to adjourn the meeting at 3:50 P.M., CST. President Thompson declared the meeting adjourned.

Deb A. Scheidt  
Secretary to the Commission

## **CAL Committee Meeting – December 10<sup>th</sup>, 2013 @ 10:00am**

Present – Julie Hass, Sharon Johansen, Diane Graber, Jerry Perkins, Dale Carlson, Chuck Magyar, Andy Johnson, Kris Hohensee

Absent – Chuck Moore, Mike Woll, Bob Petrich, Craig Clark, Rhonda Lorang

The meeting was called to order by Diane @ 10:05am.

The minutes from the November meeting were reviewed, a correction to add Julie Hass's name as present was made. A motion was made to accept the minutes with the correction by Julie, 2<sup>nd</sup> by Sharon, motion passed.

Old Business: Kris mentioned that she brought the final logo that the committee had approved to City Council and before the meeting started Diane had mentioned that the logo was the same as the Hospice Cottage. After further review it appeared that it was also the same as the Living Life Adult Daycare Center. She commented that she was bringing it back to the school to start over and she would bring it back to the committee when she gets something.

Kris also reviewed that she had the contact information to the Racquetball player that hosted the clinic at the YMCA several years ago. Ed McNiece said that he would be willing to help line things up, and a few more names were given as possible people to work on a Clinic. Andy mentioned that he could talk to Dave Uppman to see if he would be interested in assisting with the event. She will continue to follow up on this event and get a date set and bring further information. She talked about having to cancel twice with the Head start kids due to a lack of participation on the member's part. Julie and Jerry have both agreed to host the Whisper ball workshop. They will be setting the date for some time in April when Jerry returns from the winter away.

New Business: The terms for the three members will end on December 31<sup>st</sup> and names of replacements were discussed. Discussion was held, the members terms that were ending are Mike Woll, Sharon Johansen, and Bobbie Korthals. Both Mike and Sharon have indicated that they are not interested in serving a second term. Kris stated she would continue to contact Bobbie and ask her if she was open to taking on a second term. A motion was made by Sharon, 2<sup>nd</sup> by Dale and passed to present Carole Wiese and Dennis Selberg to fill Mike and Sharon's positions, and if Bobbie chooses not to be nominated again they would submit Jesse Leopold to fill her term. Kris indicated that there were two other members who have indicated in one fashion or another that they



were not able to complete their terms. These members are Chuck Moore and Bob Petrich. After discussion it was decided that more names would be researched and at the next meeting we would decide how we could fill those spots. Kris will take care of getting the names to the proper people for City Council approval.

Senior Dining was discussed. They were interested in renegotiating their contract with the CAL. Per last month's discussion a meeting was held earlier today with Andrea Lingle, Regional Manager for LSS. Diane gave a review of what went on during the meeting for information purposes to the committee. Minutes on that meeting will be up for review and approval at a later date by those that met.

Kris had mentioned that when she went to City Council meeting she was asked if we had thought about hosting some sort of annual fundraiser for the CAL. She had mentioned that she had not thought about it and would bring it back to the committee. She asked if they had any ideas about if we want to do one, what we could do, and when we would do it. After much discussion it was decided that everyone would brainstorm and come back to the committee with thoughts and ideas.

Kris mentioned that she has been planning the Spring Programs and asked if there were any ideas on what the members would like to see. Some of the ideas were: an outdoor series, golf lessons, and more onetime presentations, lawyers, and performing arts events.

A motion was made to adjourn the meeting at 11:20 by Julie, 2<sup>nd</sup> by Sharon.

The next meeting will be January 13<sup>th</sup>, 2014 @ 10:00am

## ADMINISTRATIVE SERVICES MEMO

**DATE: JANUARY 13, 2014**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**SUBJECT: ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW**

### CONSENT AGENDA CASE ITEMS

#### **1. ANNUAL APPOINTMENTS**

Designate Time and Place of Meetings - Section 4.02 of the Worthington City Charter states that the annual meeting of the City Council shall be held on the second Monday in January each year, and that the Council shall prescribe the time and place of regular meetings and for calling special meetings. Currently, the regular City Council meetings are held on the second and fourth Mondays of each month in City Hall Council Chambers, excepting that if the second or fourth Monday should fall on recognized holiday the meeting will be held at the same time on the Tuesday immediately following, with special meetings called as needed. *Exhibit 1* is a list of the proposed regular City Council meetings dates on the second and fourth Mondays of each month, at 7:00 p.m., with the noted exception.

Council action is requested to set the meeting time and place for the regular City Council meetings as 7:00 p.m. on the second and fourth Mondays of each month, noting the holiday exception, in City Hall Council Chambers, as presented.

Appointment of Clerk - Section 2.03 of the Worthington City Charter states that effective January 1st of each year, the City Council shall appoint a clerk for a one-year term, however, the clerk shall served until his/her successor has been appointed and qualified.

Council action is requested to appoint Janice Oberloh as City Clerk for the period January 1, 2014 through December 31, 2014 as required by the City Charter, and to appoint Mindy Eggers as the Assistant City Clerk to act in the absence of the Clerk.

Designate Official Newspaper - Section 4.07 of the Worthington City Charter states that the City Council shall at its first regular meeting each year designate an official local newspaper (currently the Daily Globe) for the publication of all matters required by law to be published

Council action is requested to designate the Daily Globe as the official newspaper for all matters required by law to be published in 2014.

Designate Official Depositories: As advised by the State Auditor, Council is asked to designate the following financial institutions as official depositories for the City of Worthington in 2013: Bank of the West, First State Bank Southwest, Fulda Area Credit Union, Rolling Hills Bank, United Prairie Bank, Wells Fargo Bank - and investments:

Worthington Federal Savings Bank, SWS Financial Services, Ameriprise Financial, Edward Jones Investments, and 4M Fund (League of MN Cities sponsored money market).

Council action is requested to designate the official depositories for 2014 as listed.

Annual Committee Appointments - *Exhibit 2* is a list of the proposed annual City Council Committee appointments.

Council action is requested to approve the Council Committee appointments as presented.

2. **APPOINTMENT OF CITY ATTORNEY**

The current appointment of the City Attorney expired at the conclusion of 2013 and as such a renewal has been proposed for 2014. The agreement is with Mark W. Shepherd as the City Attorney and Jim E. Malters as Assistant City Attorney. As outlined in *Exhibit 3*, the proposed hourly rate for 2014 is at \$160, plus expenses, and represents just under a 3% increase from 2013.

Council action is requested to approve Mark W. Shepherd as the City Attorney and James E. Malters as the Assistant City Attorney for a one-year term from and after January 1, 2014 until December 31, 2014.

**CASE ITEMS**

1. **ELECTION OF MAYOR PRO-TEM**

Pursuant to Section 2.02 of the City Charter, at their annual meeting, Council shall elect by ballot a Mayor Pro Tem to preside over the meetings of the City Council during the absence of the Mayor from the City, or upon the inability of the Mayor, from any cause, to discharge the duties of the office. Paper ballots will be distributed at the meeting for the election of the Mayor Pro Tem.

2. **THIRD READING PROPOSED ORDINANCE AMENDING TITLE XV OF THE CITY CODE OF WORTHINGTON, NOBLES COUNTY, MINNESOTA - ZONING FEE SCHEDULE**

Pursuant to published notice, this is the time and date set for the third reading of a proposed ordinance amending Title XV of the City Code of Worthington as follows:

That Worthington City Code, Title XV, Section 155.224 shall be re-titled

“Zoning Fee Schedule” and amended to read as follows:

Zoning Fees shall be assessed for work governed by this Title with the fee schedule established from time to time by Resolution of the City Council. Such fees shall be non-refundable.

A copy of the proposed ordinance was included with the December 9, 2013 Council agenda.

Council action is requested to give a third reading to the proposed ordinance.

**3. PRESENTATION OF RECREATION ACTIVITIES BY THE YMCA**

Council Member Graber suggested Andy Johnson attend the Council meeting and inform Council and the community about recreation activities the YMCA provides and role they play in making Worthington a stronger community.

Mr. Johnson plans to touch on the relationship the YMCA has with providing City funded recreation programs as well as the operations of the City Aquatic Center.

This is for informational purposes only and no action is necessary by the Council.

**4. ADJUSTMENT TO CITY FLEXIBLE SPENDING ACCOUNT CAFETERIA PLAN**

The City was notified from Secure Benefits Solutions, our IRS Section 125 plan administrator, that the IRS modified rules relating to the administration of this benefit that will allow individuals to carry forward \$500 for one additional year.

Currently plan participants have three months into the next calendar year to utilize any flex benefit amounts. Adopting the attached resolution, included as ***Exhibit 4*** will allow for increased flexibility for plan participants. As part of the changes Council must also eliminate the three month grace period as both options are not allowed.

Council action is requested to approve ***Exhibit 4***, which allows individuals to carry forward up to \$500 and repeal the previous three month grace period for the City’s IRS section 125 Plan and authorize the Mayor to sign and Clerk to attest the resolution.

**2014 Worthington City Council**  
**Regular Meetings**

Monday - January 13, 2014  
Monday - January 27, 2014  
Monday - February 10, 2014  
Monday - February 24, 2014  
Monday - March 10, 2014  
Monday - March 24, 2014  
Monday - April 14, 2014  
Monday - April 28, 2014  
Monday - May 12, 2014  
Tuesday - May 27, 2014  
Monday - June 9, 2014  
Monday - June 23, 2014  
Monday - July 14, 2014  
Monday - July 28, 2014  
Monday - August 11, 2014  
Monday - August 25, 2014  
Monday - September 8, 2014  
Monday - September 22, 2014  
Monday - October 13, 2014  
Monday - October 27, 2014  
Tuesday - November 11, 2014  
Monday - November 24, 2014  
Monday - December 8, 2014  
Monday - December 22, 2014

All Regular City Council Meetings are held at 7:00 p.m. in the Worthington City Hall Council Chambers.

## **2014 COMMITTEE ASSIGNMENTS**

### **Scott Nelson**

Convention & Visitors Bureau  
Planning Commission  
Housing & Redevelopment Authority  
Transit Board - Joint Powers  
Worthington Rediscovered Committee  
Highway 60 Pedestrian and Landscaping Committee

### **Diane Graber**

Okabena -Ocheda Bella Clean Water Partnership Joint Powers Board  
Heron Lake Watershed Restoration Association  
Park & Recreation Advisory Committee  
Memorial Auditorium Advisory Board  
Worthington Rediscovered Committee  
Senior Center Committee

### **Mike Kuhle**

Lake Improvement Committee  
Prairie Justice Center - City/County Joint Building  
Southwest Regional Development Commission  
City/County/School Joint Powers Board  
WGTN-TV3 Public Access Channel Joint Powers Board  
Public Arts Commission

### **Ron Wood**

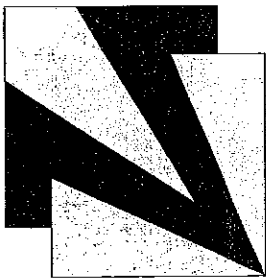
Prairie Justice Center - City/County Joint Building  
Downtown Parking Advisory Board  
Golf Advisory Board  
Transit Board - Joint Powers  
Water & Light Commission  
S.W. MN Regional Radio Advisory Committee

### **Rod Sankey**

Economic Development Revolving Loan Fund  
Employee Advisory Committee  
Traffic & Safety Advisory Board  
Employee Insurance Board of Trustees  
Airport Advisory Board

### **Alan Oberloh**

Nominating Committee  
Okabena-Ocheda-Bella Clean Water Partnership Joint Powers Board  
Liquor & Gambling Committee  
Economic Development Revolving Loan Fund  
Lake Improvement Committee  
E.O. Olson Trust Fund Board  
City/County/School Joint Powers Board



# Malters, Shepherd & Von Holtum

## Attorneys at Law

727 Oxford Street  
P.O. Box 517  
Worthington, Minnesota 56187-0517  
Tel. (507) 376-4166  
Fax (507) 376-6359  
www.msvlawoffice.com

December 17, 2013

James E. Malters †\*

Mark W. Shepherd

David R. Von Holtum  
(1936-2009)

Gretchen P. Simonich  
Paralegal

Abby Schutte  
Paralegal

Mr. Craig Clark  
City Administrator  
City of Worthington  
PO Box 279  
Worthington, Minnesota 56187-0279

**RE: City Attorney Contract  
Our File No. 30002-A**

Dear Mr. Clark:

In recent years, I have served by appointment and contract on a yearly basis. The current one-year appointment and contract expires on December 31, 2013.

We propose to renew our Agreement to provide services to the City of Worthington at the rate of \$160.00 per hour plus expenses. Our hourly rate is currently \$155.50 so that would be a proposed increase of just under 3%.

Expenses shall include long distance telephone charges; travel expenses, including mileage at the current IRS rate; photocopying expenses for copies in excess of 10 per copying occasion at the rate of \$.15 per copy; and telefacsimile copies sent and received at the rate of \$.25 per page. The out-of-pocket expenses will be shown on a statement submitted to the City each month. As a practical matter, we have not billed for expenses except on very rare occasions; however, we do want to retain the right to do so.

If the City Council accepts our proposal, the motion should specifically state that the undersigned is reappointed as City Attorney for a one-year period from and after January 1, 2014, and that James E. Malters is reappointed for that time period as an Assistant City Attorney.

If you or any member of the City Council have any questions about any of the above or if my presence is desired at the City Council meeting at which this issue will be considered, please let me know.

Yours very truly,

MARK W. SHEPHERD  
For the Firm

MWS:lj

cc: Mr. Scott Hain

† Civil Trial Specialist  
Certified by the Minnesota  
State Bar Association  
\* Also admitted in South  
Dakota and Iowa

**ACTION TAKEN AND RESOLUTION ADOPTED BY CONSENT  
OF  
CITY OF WORTHINGTON**

The undersigned, being representatives and/or officers of CITY OF WORTHINGTON (the "Employer"), hereby adopt the following Resolution by unanimous consent and direct that this Consent Resolution be entered in the minute books of the Employer.

**WHEREAS**, the Employer previously adopted a Code Section 125 plan, also known as the Cafeteria Plan, (the "Plan");

**WHEREAS**, effective immediately, Internal Revenue Service Notice 2013-71 (the "Notice") modified the "use-or-lose" rule for health flexible spending arrangements (FSAs) to allow, at the plan sponsor's option, employees participating in health FSAs to carry over up to five hundred dollars (\$500.00) of unused amounts remaining at year-end; and

**WHEREAS**, effective [01/01/2014] the Employer desires to amend the Plan as set forth in the attached Amendment and Summary of Material Modifications to make changes to allow employees a carryover of up to \$500.00 to the flexible spending account, consistent with the requirements set forth in the Notice.

**NOW, THEREFORE, BE IT RESOLVED** that the Employer has hereby reviewed the attached Amendment and Summary of Material Modifications and does hereby approve the adoption of the Amendment as set forth therein;

**BE IT FURTHER RESOLVED** that the officers of the Employer are authorized and directed to take any and all action as may be necessary to effectuate this Resolution.

By \_\_\_\_\_ Date\_\_\_\_\_

By\_\_\_\_\_ Date\_\_\_\_\_

By\_\_\_\_\_ Date\_\_\_\_\_



**FIRST AMENDMENT TO THE  
CITY OF WORTHINGTON  
CAFETERIA PLAN**

THIS AMENDMENT TO THE CITY OF WORTHINGTON CAFETERIA PLAN (the "Plan") is adopted by CITY OF WORTHINGTON, effective as of the dates set forth herein.

**NOW, THEREFORE**, effective as set forth below, the Plan is amended as follows:

- A. Effective [01/01/2014], pursuant to Internal Revenue Service Notice 2013-71, Article IV A is hereby amended to remove the Grace Period option, if offered by the Employer and as outlined in Sections 4.01A and 4.02A of the Plan, and allow Participants to carry over up to five hundred dollars (\$500.00) of unused Health FSA amounts at the end of the Plan Year to their Health FSA balance for the subsequent Plan Year. To the extent that the Plan contains the Grace period option language, said language for any grace period for the health flexible spending account (Health FSA) will be voided for Plan years following the Plan year that the carryover is adopted and such language shall be replaced with the carryover language in the SSM provided. For avoidance of doubt, the carryover of up to \$500.00 does not impact the subsequent maximum Health FSA Participant Salary Reduction amount set by the IRS.

CITY OF  
WORTHINGTON

By: \_\_\_\_\_

Title: \_\_\_\_\_

## PUBLIC WORKS MEMO

**DATE:** JANUARY 10, 2014  
**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**SUBJECT:** ITEMS REQUIRING CITY COUNCIL ACTION OR REVIEW

### CASE ITEM

1. **APPROVE 2014 YMCA CONTRACT**

The City has had ongoing annual agreements with the YMCA to manage the City's summer youth recreation programs. The 2014 agreement (*Exhibit 1*) is the same as that of the last two years except the dates have been revised to reflect the 2014 calendar year and the management fee amount has been increased by 3% over the 2013 amount for a total cost of \$ 45,000 (the amount contained in the 2014 budget) to be paid in 11 equal payments beginning February 1, 2014. The terms of the agreement, as it relates to the financial and operational responsibilities, will remain the same as 2013 agreement.

Staff recommends Council to authorize the Mayor and City Clerk to execute the agreement, as shown in *Exhibit 1* on behalf of the City. Andy Johnson, representing the YMCA, will be in attendance to answer any questions Council may have relating to the agreement or the program.

**Suggested motion:** Approve the agreement, as shown in *Exhibit 1*, and to authorize the Mayor and City Clerk to execute the agreement on behalf of the City.

## **CITY OF WORTHINGTON-WORTHINGTON AREA “Y” AGREEMENT**

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 2014, between the City of Worthington, a Municipal Corporation under the laws of the State of Minnesota, with offices at 303 Ninth Street, P.O. Box 279, Worthington, MN 56187, hereafter referred to as “City”; and the Worthington Area “Y”, a nonprofit corporation organized under the laws of the State of Minnesota with office at 1501 Collegeway, Worthington, MN 56187, hereinafter referred to as the “Y”.

Whereas, the City desires to hire the “Y” to promote and manage the City’s summer youth recreation programs for its residents to include but not limited to; tennis, track and field, baseball, girls’ softball, fun and adventure camp through the provision of staff and all related materials needed to provide for the City’s summer youth recreational programs; and

Whereas, the “Y” has the expertise in promoting, managing and operating such programming;

Now therefore, in consideration of the mutual promises set forth herein it is agreed by and between City and the “Y” as follows:

1. The “Y” shall be responsible:
  - a. To promote, manage and operate the City’s summer youth recreation program.
  - b. To review with the City’s Park and Recreation Advisory Board and City Council, the proposed summer recreation program to be offered for 2014, prior to the distribution of any promotional materials. This shall include, at a minimum, detailed description of program offering, start/end date, location site for each program, program fees and hours of each program.
  - c. To develop, promote, manage and operate a six week program to include tennis, track and field, rookie and junior baseball, girls’ softball, and fun and adventure camp program. These programs have been a part of previous agreements.
  - d. To develop, promote, manage and operate new youth program offerings such as, but not limited to, youth soccer and outdoor basketball which have not been a part of previous agreements.
  - e. To develop and distribute a summer recreation brochure, exclusively, detailing the City’s summer recreation programs, registration requirements, fee and a detailed description and schedule of program activities. This shall be completed by distributing brochures within School District 518 Prairie Elementary and Middle School, St. Mary’s Catholic and Worthington Christian School. The brochure shall also be a part of the YMCA’s summer promotion brochure distributed through the local media.

- f. To arrange for the locations for each program.
  - d. To actively promote participation in the summer recreation programs.
  - e. To locate, interview and hire adequate qualified personnel. The personnel shall be employees of the “Y”.
  - f. To purchase and provide all supplies needed to operate the summer programs.
  - g. To provide, at the end of the season, a detailed report of registration and attendance for each program offering.
- 1. City shall be responsible:
  - a. To make available the Centennial softball diamonds for the softball and baseball programs.
  - b. To provide a truckster with ball field groomer/leveler for “The Y” to prepare ball fields for baseball/softball youth programs. City will be responsible for all maintenance and fuel costs for the unit.
  - c. The City agree to maintain the Centennial softball diamonds for the summer youth programs offered at the facilities. Maintenance to include miscellaneous repairs to the outfield lighting, the addition of ag-lime to the infields as required, mowing, trimming and general maintenance of the turf areas and needed repairs to the security fences.
- 2. Program fee structure: “The Y” will be responsible to establish the participation fee for each program. The annual fee structure will be presented to the City for approval.
- 3. “The Y” and the City agree to work cooperatively with organized sports teams who desire to use City recreational facilities to insure the team(s) do not interfere with the organized summer youth programs. The City and “The Y” agree a fee may be collected by either party from each organized sport activity which utilizes City facilities to offset any costs incurred by either party.
- 5. Insurance
  - a. The “Y” shall maintain occurrence-based general liability insurance covering claims for bodily or personal injury, and property damage and limits of not less than \$ 1,000,000 each claim and \$ 2,000,000 each occurrence. Each CGL policy shall name the City as an additional insured.
  - b. The City shall provide liability coverage of the same requirements applicable to the “Y”. Alternatively, the City may provide equivalent liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT), using standard LMCIT coverage’s. Said coverage shall be in the

minimum amount not to exceed the maximum liability applicable to municipalities under Minnesota Statutes, Section 466.04, Subd. 1, as amended. The Y shall be added as an additional insured to the City's coverage so as to comply with the City's defense and indemnification obligations in this agreement. Notice of cancellation shall be provided to the Y in accordance with policy terms.

- c. Each party shall insure its own personal property.
  - d. The "Y" shall maintain workers' compensation insurance in compliance with all statutory requirements of the State of Minnesota.
  - e. Each policy shall be endorsed to provide that it shall not be canceled, non-renewed, or materially changed unless at least thirty (30) days' prior written notice of cancellation or change is given to either party.
  - f. All policies shall be written by a reputable insurance company with a current AM Best Rating of A-V-II or better, and authorized to do business in Minnesota.
  - g. Certificates evidencing such insurance shall be delivered to the other party prior to the Commencement Date.
  - h. The City waives all claims against the "Y" for damage to the City's buildings, facilities or real property to the extent that such damages are covered by the City's insurance.
  - i. The "Y" shall defend and indemnify the City and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the City may incur as a result of the "Y"'s performance or failure to perform under this agreement, to the extent that such claims arise from or are caused by the "Y"'s negligence or misconduct. The City shall defend and indemnify the "Y" and its officers and employees from and against all liabilities, claims and expenses, including reasonable attorney fees, the "Y" may incur as a result of the City's performance or failure to perform its obligation under this agreement, to the extent that such claims arise from or are caused by the City's negligence or misconduct.
6. This is an eleven month agreement commencing on the first day of February 2014 and terminating the 31<sup>st</sup> day of December, 2014. City Council appropriation of financing for similar programs for subsequent years shall not be considered an indication the city's intent to extend or renegotiate the contract. "The Y" shall submit program and contract proposals for annual review or revision of contracted services by August 1, 2014.
7. In consideration of services to be provided by the YMCA in accordance with this agreement, the City agrees to pay a management fee of \$ 45,000.00 to the YMCA. The management fee shall be paid in eleven equal monthly installments by the end of month.

8. The City also agrees The Y shall be the recipient of 100% of the program fees collected for each activity promoted as the City's summer youth recreation program.
9. The Y agrees it shall be responsible for 100 percent of the expenditures, to include but not limited to, staff salaries, promotion materials and program expenditures for youth program offerings promoted by the YMCA and approved by the City as a city youth recreation activity.
10. The City agrees to share in the expense of the actual documented cost for any new program offerings agreed upon and approved between the City and The Y. The share shall be based upon the difference between the actual expenditure less revenue collected for each new program offering at the rate of a 50/50 split.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date  
President of YMCA

\_\_\_\_\_  
Board of  
Directors

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date  
YMCA Executive Director

**COMMUNITY/ECONOMIC DEVELOPMENT MEMO**

**DATE: JANUARY 10, 2014**  
**TO: HONORABLE MAYOR AND COUNCIL**  
**SUBJECT: ITEMS REQUIRING COUNCIL ACTION OR REVIEW**

**CASE ITEMS**

**1. AUTHORIZATION TO EXECUTE CONTRACT FOR STRUCTURAL ASSESSMENT OF THE FORMER K-MART BUILDING**

Last August, City Council declared the former K-Mart building a “hazardous building” in accordance to Minnesota Statute, 463, and issued an Order to abate the violations that led to the declaration within a given period of time. Due to the owner’s failure to properly respond to the Order, the City sought the issuance of a judgement through District Court to obtain authority to abate the “hazardous building” itself. Obtained on October 31<sup>st</sup>, 2013, the judgement received by Judge Moore gave the City the right of entry to properly assess the state of repair and disrepair of the building for the purposes of determining the most appropriate method to abate the issues, whether it be repair, rehabilitation, or demolition. The City’s findings are to be submitted to the Judge for authorization to proceed.

Based on the parameters of the judgement as well as the concerns/questions related to the K-Mart building’s structural dependence on the adjoining mall building, staff sought request for proposals from structural engineering firms to review available design information, perform on-site inspection(s), perform an assessment of the structure and exterior envelope, review the mechanical, electrical, and plumbing systems, prepare an opinion of estimated costs for rehabilitation and demolition, and prepare a report with observations, findings and recommended options. A copy of the RFP is provided in Exhibit 1. The following proposals were submitted for the City’s consideration:

Wenzel Eng.	\$19,722 plus reimbursable expenses
SEH	\$21,250 plus reimbursable expenses (estimated \$1,250)
Clark Eng.	\$30,000 plus reimbursable items billed at cost
BKBM Eng.	\$24,840

All of the proposals require the City to be responsible for any repair work required due to intrusive investigation, if applicable. A determination on the need for intrusive investigations would be determined at a kick-off meeting.

The scope of work in the RFP didn’t allow for variation. Therefore, selection of a firm is solely dependent on price, experience/expertise and quality references. All of the firms presented reliable credentials and references as well as assembled qualified project teams. All the firms also have a considerable list of similarly related work experiences as those outlined in the RFP.

Staff has kept the mall ownership apprised of its intended actions since the date of court judgement. While there has been communication, mall ownership has failed to present a legitimate abatement plan for the City’s consideration.

In order to continue to proceed with the abatement of the former K-Mart building, Council has the following options to consider:

- **Authorize execution of a contract.** If authorization is provided, the contract can be terminated at any given time should mall ownership and the City agree to an abatement plan. The contract value would then be for the services rendered at the date of termination. After reviewing the proposals and completing our due diligence on each firm, staff would recommend the hiring of Wenzel Engineering.
- **Authorize execution of a contract on February 1<sup>st</sup>.** If this is chosen, staff would notify the mall ownership of the authorization to execute the contract by this date if it doesn't submit a legitimate abatement plan. If authorization is provided, the contract can be terminated at any given time should mall ownership and the City agree to an abatement plan. The contract value would then be for the services rendered at the date of termination. After reviewing the proposals and completing our due diligence on each firm, staff would recommend the hiring of Wenzel Engineering.
- **Take the proposals under advisement.**

Council should note that City expenditures related to the abatement of the matter is ultimately the responsibility of the property owner. Minnesota Statute 463.21 states that the local unit of government may obtain a judgement against the owner of the real estate or place a lien on the real estate to recover the cost of the abatement. A lien may be levied and collected only as a special assessment but the assessment is payable in a single installment.

Council action is requested.

A copy of the Wenzel proposal is included in Exhibit 1. The other proposals are available for viewing in the offices of the Community Development Department.



## **REQUEST FOR PROPOSALS STRUCTURAL ASSESSMENT FORMER K-MART BUILDING**

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### **INTRODUCTION/BACKGROUND**

The City of Worthington, Minnesota, is requesting proposals from qualified architectural/structural engineering firms to conduct a Structural Assessment of the former K-Mart building located at 1635 Oxford Street. The building is vacant and immediately adjacent to the Northland Mall, which is currently occupied with various businesses. Both structures are owned by Northland Mall Realty, LLC. On August 12<sup>th</sup>, 2013, the Worthington City Council declared the subject building as a "hazardous building" in accordance to Minnesota Statute, Section 463, and issued an Order to abate the violations within a given period of time. A copy of the Order is provided as Exhibit A. Due to the owner's failure to properly respond to the Order, the City has obtained judgment through the Court system to abate the "hazardous building" itself. A copy of the judgment is provided as Exhibit B.

The City is seeking the services of a qualified individual/firm to assist the City in the evaluation of the subject property to determine the most appropriate method to abate the items outlined in the order, whether it be repair, rehabilitation or demolition.

### **SCOPE OF WORK**

The selected firm will be expected to review available design information, perform an on-site inspection of the property, perform an assessment of the structure and exterior envelope, review the mechanical, electrical, and plumbing systems, prepare an opinion of estimated costs for rehabilitation and demolition, and prepare a report with its observations, findings and recommended options.

#### ***Project Initiation***

The selected individual/firm will need to facilitate a project initiation meeting with the City's representatives to review the project objectives, review the scope of work, collect available data, and develop a schedule.

#### ***Data Collection***

The selected individual/firm will be required to coordinate the collection of available data, including the original building plans, as-built plans, and remodel plans. The City does have access to the building plans for the Northland Mall but not the K-Mart building.

#### ***Site Review***

The selected individual/firm will be required to perform an on-site review of the building. The City will be responsible to repair any work required due to intrusive investigations. The review must include:

- Inspection of the structural elements for indicators of distress. The structural members must be reviewed to determine if the K-Mart building is structurally independent of the adjoining mall building or if the two buildings are integrated.
- Review of the exterior walls to judge the condition of the building envelope.

- Review of the roof system. The intent of the review is not only to judge the condition of the roof system but also determine if the roof over the former K-Mart building is independent or integrated into the adjoining Northland Mall. The roof membrane will need to be reviewed for age, general appearance, attachment, surface distress, and drainage.
- Review of the electrical, mechanical (HVAC), plumbing, fire protection, and life/safety systems by Minnesota licensed professionals. The review will include:
  - General condition and operation,
  - Presence of non-compliant alterations,
  - Damage resulting from neglect or exposure to moisture,
  - Compliance with applicable codes, and
  - Determine if the former K-Mart systems are independent or integrated into the adjoining Northland Mall.

#### ***Opinion of Estimated Cost***

The selected individual/firm will need to prepare opinions of estimated cost for the following:

- The cost to remediate hazards, all code violations, health-safety issues, and exterior envelope deficiencies and perform improvements to rehabilitate the building to its last known use, which was retail, storage and automotive repair.
- The cost to perform demolition and disposal of all of the K-Mart Building components.

#### ***Deliverables***

The selected individual/firm will prepare a written report with its findings, opinions and recommendations. The report must include opinions of estimated costs for both the rehabilitation and demolition options.

### **QUALIFICATIONS**

Individuals/Firms submitting a proposal or their identified personnel must have a minimum of five (5) years of experience in their profession and possess the proper credentials or licensing required to conduct such service/work in the State of Minnesota.

### **PROPOSAL CONTENT**

The proposal should contain the written material describing the firm's ability to perform the work requested. The Proposal must include the following:

***Work Plan*** A written explanation of the firms understanding of the effort needed to perform the requirements of the proposed scope of work, you or your firm's approach to the individual assignments, estimated time line of the project, and the proposed fee structure for the services described in the RFP. Fees may be proposed in any manner, however, the City prefers "hourly not to exceed" fees.

***Staffing Designation*** The City will be awarding to a single individual/firm for the services required. Proposals must identify a single person as project manager to work with the City. Proposal must also identify specific personnel who may be assigned to specific tasks, their role in relation to the work and qualifications the personnel brings to the project.

***Examples of Similar Work*** Proposals submitted must include a list of projects of similar assessments completed by the proposer. Examples need to include location, scope of work, client name, contact person, and project budget/cost.

**References** A minimum of three (3) references must be included in the proposal. References need to include contact names and telephone numbers.

#### **SUBMITTAL INSTRUCTIONS**

**Submission of sealed proposals** Three (3) paper copies and one (1) electronic version of the proposal shall be furnished to the City in a sealed envelope, addressed to:

City of Worthington

Attn: Bradley Chapulis, Director of Community Development

303 Ninth Street

Worthington, Minnesota 56187

**Proposal Deadline** Proposals must be received by the City no later than 5pm, Friday, December 13, 2013. Proposals received after the deadline will not be considered.

**RFP as Basis for Proposals** This RFP represents the most descriptive statement the City will make concerning the information upon which the Proposals are to be based. All questions relating to the RFP should be addressed to Bradley Chapulis at [bchapulis@ci.worthington.mn.us](mailto:bchapulis@ci.worthington.mn.us). Any questions, which in the opinion of the City, warrant a written response or RFP addendum will be furnished to all parties receiving this RFP.

#### **DISCLAIMERS**

The City shall have no responsibility for delays caused by delivery service. Postmarking by the due date will not substitute for actual receipt.

All costs incurred during the proposal preparation, submission or presentation of a proposal shall be the sole responsibility of the applicant.

The City reserves the right to reject any and all proposals.



1000 Morgan Ave South  
Worthington, MN 55131  
PHONE 952-888-6516  
FAX 952-888-2587

December 12, 2013

Mr. Bradley Chapulis  
Director of Community Development  
City of Worthington  
303 Ninth Street  
Worthington, Minnesota 56187

**RE: PROPOSAL FOR PROFESSIONAL SERVICES  
BUILDING ASSESSMENT FOR FORMER K-MART BUILDING  
1635 OXFORD STREET, WORTHINGTON, MINNESOTA 56187**

Dear Mr. Chapulis:

We are pleased to submit this proposal for professional services above referenced project. Our understanding of the project and scope of work is based on a review of the RFP prepared by the City of Worthington (The City) and discussions with you. Per our discussions you indicated that this building was constructed in approximately 1976, and has been vacant since approximately 2000. It is our understanding that the adjoining Northland Mall facility was constructed afterward. We understand that existing drawings for the K-Mart building are not available, however, the existing drawings for the adjoining mall are available.

We are proposing to use a multi-discipline team of Engineers and Architects to address your requirements for this facility. Wenzel Engineering, Inc. is teaming with The Adkins Association, Inc. and Dolejs Associates. Wenzel Engineering will be responsible for observing and reporting on the building's structural systems and components. The Adkins Association, Inc. will address the wall and roof envelope, as well as the opinions on cost of rehabilitation/repair and demolition. Dolejs Associates will review and report on the electrical, mechanical, plumbing, and fire protection systems of the building.

Please see the attached Company Resumes for our team's qualifications and Key Personnel that will be responsible for the execution of this building assessment.

#### **A. Work Plan**

We understand that the scope of this work is to prepare an assessment report regarding the former K-Mart building at 1635 Oxford Street in Worthington, Minnesota. We understand that this report is to address the following:

- Structural inspection of building structural elements
- Determine if K-Mart building and adjoining mall are structurally independent or are integrated.
- Review the exterior walls to judge their condition from a building envelope standpoint
- Review of the roof system for condition, age, appearance, attachment, surface distress, drainage and whether it is independent of the adjoining mall roofing system



1000 Morgan Ave South  
Bloomington, MN 55431  
PHONE 952-888-6516  
FAX 952-888-1587

- Review of electrical, mechanical, plumbing, fire protection systems for condition & operation, presence of non-compliant alterations, damage from neglect or moisture exposure, code compliance and whether systems are independent from the adjoining mall.
- Opinions of estimated costs for rehabilitation and demolition.

The timeline for performing the site observations and final report can be determined and discussed upon selection of our team to perform this work. The Adkins Association, Inc. has recommended that the work be performed in late spring, when snow has melted from the roof, so that a detailed visual inspection of the roof can be completed. However, if an accelerated schedule is desired, discussions could be commenced to determine what would be required to expedite this portion of the project. Other portions of the project could be accelerated as well.

#### **Scope of the Work:**

##### **A. Project Initiation**

1. Attend initial project meeting with City staff and representatives to review project objectives, scope of work, and develop schedule.
2. Wenzel Engineering will act as Project Manager for the project.

##### **B. Data Collection**

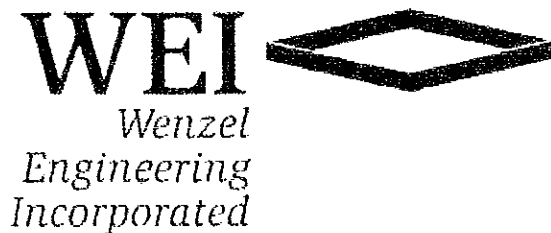
1. Initial building data, such as existing drawing, will be collected if available.

##### **C. Site Review & Report**

1. Perform visual observation of building items indicated above.
2. Recommend destructive testing required.
3. Structural observation and report will be performed by Wenzel Engineering, Inc.(WEI) staff.
4. Wall and roof envelope survey, non-destructive testing and report will be prepared by The Adkins Association, Inc. (Adkins) staff.
5. Review of electrical, mechanical, plumbing, fire protection systems and subsequent report will be performed by Dolejs Associates (Dolejs) staff.
6. Cost estimate opinions will be addressed by Adkins staff.

##### **D. Special conditions:** The following services are not included in this scope of work.

1. Preparation of extensive building drawings
2. Travel time and mileage to review with the City at meetings, other than as indicated above in section A.
3. Destructive testing.
4. Environmental or health review for hazardous materials or air quality.
5. Architectural, roofing, mechanical, or electrical fees or reviews.
6. Attendance or testimony for legal or court proceedings.
7. Attendance at or providing public presentations.
8. Attorneys fees incurred as a result of these reports, recommendations or opinions. Attorneys fees will be billed to the City as reimbursable fees.



5900 Morgan Ave. South  
Worthington, MN 55131  
PHONE 952-888-6516  
FAX 952-888-0587

#### **E. Conditions**

1. The Parties have jointly participated in the drafting of this Agreement; no one party or group of parties shall be deemed to be the draftsperson of the Agreement. Neither this Agreement as a whole, nor any provision herein shall be construed against any of the parties hereto.
2. The City hereby agrees that to the fullest extent permitted by law, WEI, Adkins or Dolejs shall not be liable to The City or any Owners, agents or successors or third-parties, including but not limited to tenants, buyers or lenders, for any special, indirect, or consequential damages whatsoever, whether caused by WEI, Adkins, or Dolejs negligence, actions, errors, omissions, strict liability, breach of contract, breach of warranty or any other cause of causes whatsoever, including but not limited to costs of loss of use of the equipment or facility, loss of profits or revenue, costs of building component repair or replacement, costs of demolition, or costs of services provided additional professionals.
3. It is intended by the parties to this Agreement that WEI, Adkins or Dolejs services in connection with this Project shall not subject WEI, Adkins or Dolejs individual employees, officers, directors or principals, to any personal legal exposure for the risks associated with the Project. Therefore, notwithstanding anything to the contrary, The City agrees that as the The City's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against WEI, Adkins or Dolejs, and not against any of WEI, Adkins or Dolejs individual employees, officers, directors, principals or professionals.

#### **F. Fees:**

WEI will provide the above identified professional services at our hourly rates for a not to exceed fee of **\$6,555.00**. Work outside the above scope of work is classified as "additional services", and will be billed on an hourly basis, with your prior approval, using the enclosed schedule of hourly rates. "Additional Services" includes, but is not limited to:

- Changes requiring additional time, as requested by the City, Owner, Contractor, Job Condition, etc., out of the control of WEI.
- Adjustments or modifications to the completed and sealed documents requested by the City.
- Items identified in, but not limited to, section D above.

This schedule also indicates items which we will bill as a direct reimbursable expenses outside of our professional fees, including mileage to and from Worthington, and other billing information.

Please see the attached fee proposals from The Adkins Association and Dolejs Associates as additional exhibits to this proposal.

The entire professional fee for services rendered for this project is \$6,555.00 (WEI) + \$4767.00 (Adkins) + \$8,400.00 (Dolejs) = **\$19,722.00**.



10100 Morgan Ave. South  
Bloomington, MN 55431  
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FAX 952-888-2587

Invoices will be submitted monthly for work completed. Payment is due within 30 days of receipt of invoice.

If you have any questions concerning the above please do not hesitate to contact me. If this proposal is acceptable please sign and return a copy of it for our files.

Sincerely,

Wenzel Engineering, Inc.

City of Worthington

Steve Rivard, PE  
Principal

Name:  
Title:

**WEI**  
*Wenzel  
Engineering  
Incorporated*

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10950 Morgan Ave. South  
Worthington, MN 55451  
PHONE 952-888-6510  
FAX 952-888-1397

**WEI STANDARD FEE SCHEDULE**

**HOURLY RATES:**

Principal Engineer, P.E.	\$115.00/hr.
Associate Engineer, P.E.	\$115.00/hr.
Engineer II, EIT	\$ 85.00/hr.
CADD Technician I	\$ 75.00/hr.
Administration/Clerical	\$ 50.00/hr.

**Reimbursible Expenses:**

Mileage	IRS standard rates
Document reproduction	1 x cost
Courier Services	1 x cost
Equipment rental/purchase	1 x cost
Lodging	1 x cost





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### **WEI REFERENCES**

1. A.M. Structural Engineering, LLC  
112 East Maple Street  
River Falls, WI 54022  
Contact: Mr. Dave Wagner, PE  
(715)-426-4930  
[davew@amstructural.net](mailto:davew@amstructural.net)
2. Strapko-Pahl  
4157 Minnehaha Avenue  
Minneapolis, MN 55406  
Contact: Mr. Jim Strapko, NCARB  
(612) 729-4112  
[jstrapko@gmail.com](mailto:jstrapko@gmail.com)
3. Mr. Dan Ullom  
500 Washington Avenue South  
Suite 3000  
Minneapolis, MN 55415  
Contact: Mr. Dan Ullom  
(612) 395-7000  
[dullom@csmcorp.net](mailto:dullom@csmcorp.net)

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A H HERMEL COMPANY	12/27/13	COFFEE	GENERAL FUND	SECURITY CENTER	34.00
	12/27/13	COFFEE	GENERAL FUND	SECURITY CENTER	34.00
				TOTAL:	68.00
AMERICAN BOTTLING COMPANY	12/27/13	MIS	LIQUOR	NON-DEPARTMENTAL	141.85
				TOTAL:	141.85
ANDERSON ALIGNMENT SERVICE	12/27/13	REPAIR HYDRAULIC PUMP #439	GENERAL FUND	PAVED STREETS	160.00
	12/27/13	REPAIR HYDRAULIC PUMP #439	GENERAL FUND	PAVED STREETS	15.12
	12/27/13	DIAGNOSE & REPAIR NOT STAR	GENERAL FUND	PAVED STREETS	280.00
	12/27/13	DIAGNOSE & REPAIR NOT STAR	GENERAL FUND	PAVED STREETS	62.00
	12/27/13	INSTALL REAR BRAKES & DRUM	GENERAL FUND	PAVED STREETS	240.00
	12/27/13	INSTALL REAR BRAKES & DRUM	GENERAL FUND	PAVED STREETS	576.26
	12/27/13	INSTALL REAR BRAKES & DRUM	GENERAL FUND	PAVED STREETS	8.00
	12/27/13	OIL CHANGE, GREASE, FUEL F	GENERAL FUND	PAVED STREETS	98.00
	12/27/13	OIL CHANGE, GREASE, FUEL F	GENERAL FUND	PAVED STREETS	85.00
	12/27/13	OIL CHANGE, GREASE, FUEL F	GENERAL FUND	PAVED STREETS	224.99
	12/27/13	DOT INSPECTION #419	GENERAL FUND	PAVED STREETS	80.50
	12/27/13	DOT INSPECTION #419	GENERAL FUND	PAVED STREETS	15.09
	12/27/13	OIL CHANGE, GREASE, BRAKE	STORM WATER MANAGE	STREET CLEANING	215.00
	12/27/13	OIL CHANGE, GREASE, BRAKE	STORM WATER MANAGE	STREET CLEANING	152.61
	12/27/13	OIL CHANGE, GREASE, BRAKE	STORM WATER MANAGE	STREET CLEANING	113.50
				TOTAL:	2,326.07
ARNOLD MOTOR SUPPLY	12/27/13	AIR FILTER FOR SPRAYER	RECREATION	PARK AREAS	4.36
				TOTAL:	4.36
ARTISAN BEER COMPANY	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	42.65
	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	255.00
	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	42.65
				TOTAL:	255.00
B AND J OIL CO	12/27/13	5 GALLONS MOBIL SHC 629	MUNICIPAL WASTEWAT	M-PURIFY EQUIPMENT	293.50
				TOTAL:	293.50
BADGER GRAPHIC SYSTEMS INC	12/27/13	TAX FORMS	DATA PROCESSING	DATA PROCESSING	205.89
				TOTAL:	205.89
BEVERAGE WHOLESALERS INC	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	4,142.75
	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	5,504.45
				TOTAL:	9,647.20
CARLOS CREEK WINERY	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	519.96
				TOTAL:	519.96
COOPERATIVE ENERGY CO- ACCT # 5910807	12/27/13	OIL FOR MOWERS	RECREATION	PARK AREAS	102.29
	12/27/13	AUTO GOLD 10W30 & 10W40	RECREATION	PARK AREAS	10.63
				TOTAL:	112.92
CREATIVE PRODUCT SOURCING INC-DARE	12/27/13	DARE SUPPLIES	GENERAL FUND	DARE	1,986.82
				TOTAL:	1,986.82
DAVIS TYPEWRITER CO INC	12/27/13	NOTARIAL SEAL	GENERAL FUND	CLERK'S OFFICE	4.51
	12/27/13	COPY PAPER	GENERAL FUND	ACCOUNTING	12.08
				TOTAL:	16.59

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DEPUTY REGISTER #33	12/27/13	REGISTER 2 FORFEITED VEHIC	GENERAL FUND	POLICE ADMINISTRATION	41.50
				TOTAL:	41.50
DEWILD GRANT RECKERT AND ASSOC	12/27/13	PROFESSIONAL SERVICES-AIR	ELECTRIC	O-SOURCE MISC	1,471.25
				TOTAL:	1,471.25
FASTENAL COMPANY	12/27/13	UNIT 419 WING REPAIR	GENERAL FUND	ICE AND SNOW REMOVAL	16.52
	12/27/13	BOLTS UNIT 419	GENERAL FUND	ICE AND SNOW REMOVAL	5.53
	12/27/13	PARTS FOR UNIT 425 BUCKET	GENERAL FUND	ICE AND SNOW REMOVAL	34.85
	12/27/13	UNIT 419 WING REPAIR	GENERAL FUND	ICE AND SNOW REMOVAL	15.77
	12/27/13	RETURN BOLT 419 WING REPAI	GENERAL FUND	ICE AND SNOW REMOVAL	25.33
	12/27/13	UNIT 419 WING REPAIR	GENERAL FUND	ICE AND SNOW REMOVAL	0.89
	12/27/13	BOLTS FOR PLOWS	GENERAL FUND	ICE AND SNOW REMOVAL	197.69
	12/27/13	SNOW BOX PARTS	GENERAL FUND	ICE AND SNOW REMOVAL	1.97
				TOTAL:	247.89
FERGUSON ENTERPRISES INC #226	12/27/13	PENTAGON SOCKETS	WATER	O-DIST UNDERGRND LINES	82.17
				TOTAL:	82.17
FRONTIER COMMUNICATIONS	12/27/13	PHONE SERVICE	GENERAL FUND	MAYOR AND COUNCIL	60.15
	12/27/13	PHONE SERVICE	GENERAL FUND	ADMINISTRATION	383.14
	12/27/13	PHONE SERVICE	GENERAL FUND	CLERK'S OFFICE	186.41
	12/27/13	PHONE SERVICE	GENERAL FUND	ACCOUNTING	68.54
	12/27/13	PHONE SERVICE	GENERAL FUND	ENGINEERING ADMIN	219.41
	12/27/13	PHONE SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	153.12
	12/27/13	PHONE SERVICE	GENERAL FUND	OTHER GEN GOVT MISC	26.25
	12/27/13	PHONE SERVICE	GENERAL FUND	FIRE ADMINISTRATION	207.86
	12/27/13	PHONE SERVICE	GENERAL FUND	PAVED STREETS	124.17
	12/27/13	PHONE SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	237.66
	12/27/13	PHONE SERVICE	RECREATION	GOLF COURSE-CLUBHOUSE	148.71
	12/27/13	PHONE SERVICE	RECREATION	GOLF COURSE-GREEN	83.58
	12/27/13	PHONE SERVICE	RECREATION	PARK AREAS	159.62
	12/27/13	FIRE ALARMS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	71.10
	12/27/13	PHONE SERVICE	WATER	O-PUMPING	73.06
	12/27/13	PHONE SERVICE	WATER	O-PURIFY MISC	64.37
	12/27/13	PHONE SERVICE	WATER	O-DISTR STORAGE	38.02
	12/27/13	PHONE SERVICE	WATER	O-DISTR MISC	55.79
	12/27/13	PHONE SERVICE	WATER	ADMIN OFFICE SUPPLIES	26.96
	12/27/13	PHONE SERVICE	WATER	ACCTS-RECORDS & COLLEC	92.25
	12/27/13	PHONE SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	286.79
	12/27/13	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	26.96
	12/27/13	PHONE SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	46.89
	12/27/13	PHONE SERVICE	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	28.08
	12/27/13	PHONE SERVICE	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	90.79
	12/27/13	PHONE SERVICE	ELECTRIC	O-SOURCE MISC	65.57
	12/27/13	PHONE SERVICE	ELECTRIC	O-DISTR SUPER & ENG	55.39
	12/27/13	PHONE SERVICE	ELECTRIC	O-DISTR MISC	146.41
	12/27/13	PHONE SERVICE	ELECTRIC	M-DISTR STATION EQUIPM	19.01
	12/27/13	PHONE SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	69.60
	12/27/13	PHONE SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	238.61
	12/27/13	PHONE SERVICE	ELECTRIC	ACCTS-ASSISTANCE	45.36
	12/27/13	PHONE SERVICE	LIQUOR	O-GEN MISC	174.03
	12/27/13	PHONE SERVICE	AIRPORT	O-GEN MISC	89.85
	12/27/13	PHONE SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	64.32
	12/27/13	PHONE SERVICE	DATA PROCESSING	DATA PROCESSING	126.67
	12/27/13	PHONE SERVICE	DATA PROCESSING	COPIER/FAX	25.14

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	4,079.64
HAGEN BEVERAGE DISTRIBUTING INC	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	8,879.20
	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	4,985.55
	12/27/13	BEER	LIQUOR	NON-DEPARTMENTAL	3,364.10
				TOTAL:	17,228.85
HAIN SCOTT	12/27/13	REIMBURSE TRAVEL OCT-DEC 2 WATER		O-SOURCE WELLS & SPRNG	487.03
	12/27/13	REIMBURSE TRAVEL OCT-DEC 2 ELECTRIC		ADMIN OFFICE SUPPLIES	252.44
				TOTAL:	739.47
HISTORIC DAYTON HOUSE	12/27/13	MEMBERSHIP	GENERAL FUND	OTHER GEN GOVT MISC	50.00
				TOTAL:	50.00
JACKS UNIFORMS & EQUIPMENT	12/27/13	FLXIIIA VESTS	GENERAL FUND	POLICE ADMINISTRATION	3,238.77
	12/27/13	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	374.88
	12/27/13	EQUIP NEW K-9 UNIT	GENERAL FUND	POLICE ADMINISTRATION	4,226.62
	12/27/13	EQUIP NEW 2014 FORD INTERC	GENERAL FUND	POLICE ADMINISTRATION	6,447.16
	12/27/13	RADIO HOLDER, BELT, CUFF C	GENERAL FUND	POLICE ADMINISTRATION	70.20
	12/27/13	BOOTS	GENERAL FUND	POLICE ADMINISTRATION	153.94
				TOTAL:	14,511.57
JACKSON-HIRSH INC	12/27/13	LAMINATING SUPPLIES	WATER	ADMIN OFFICE SUPPLIES	9.87
	12/27/13	LAMINATING SUPPLIES	MUNICIPAL WASTEWAT	ADMIN OFFICE SUPPLIES	9.86
	12/27/13	LAMINATING SUPPLIES	ELECTRIC	ADMIN OFFICE SUPPLIES	19.74
				TOTAL:	39.47
JANITOR'S CLOSET LTD	12/27/13	DOWNTOWN & PARK TRASHBAGS, RECREATION		PARK AREAS	1,720.69
				TOTAL:	1,720.69
JAYCOX IMPLEMENT INC	12/27/13	PARTS FOR MOWERS & BROOM	RECREATION	PARK AREAS	1,624.21
	12/27/13	HAND CLEANER	RECREATION	PARK AREAS	19.10
				TOTAL:	1,643.31
JERRY'S AUTO SUPPLY	12/27/13	FUEL FILTERS UNIT 409	GENERAL FUND	PAVED STREETS	20.12
	12/27/13	FUEL FILTER, SOLVENT MOWER	RECREATION	PARK AREAS	36.08
	12/27/13	CLAMP FOR MOWER	RECREATION	PARK AREAS	2.48
	12/27/13	AIR FILTERS	RECREATION	PARK AREAS	66.44
	12/27/13	CLAMP, SPARK PLUG	RECREATION	PARK AREAS	6.73
				TOTAL:	131.85
JOHNSON BROTHERS LIQUOR CO	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	7,869.87
	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	4,274.40
	12/27/13	MIX	LIQUOR	NON-DEPARTMENTAL	60.50
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	26.64
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	129.95
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	0.82
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	129.15
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	157.64
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	0.80
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	1.60
				TOTAL:	12,333.39
KOLANDER BRIAN	12/27/13	REIMBURSE MILEAGE	GENERAL FUND	ACCOUNTING	41.47
				TOTAL:	41.47

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MEDIACOM	12/27/13	INTERNET	GENERAL FUND	PAVED STREETS	69.95
				TOTAL:	69.95
MINNESOTA ENERGY RESOURCES CORP	12/27/13	GAS SERVICE	GENERAL FUND	PAVED STREETS	240.71
	12/27/13	GAS SERVICE	GENERAL FUND	PAVED STREETS	167.30
	12/27/13	GAS SERVICE	RECREATION	PARK AREAS	16.03
	12/27/13	GAS SERVICE	RECREATION	PARK AREAS	16.03
	12/27/13	GAS SERVICE	RECREATION	PARK AREAS	715.54
	12/27/13	GAS SERVICE	WATER	O-DISTR MISC	240.71
	12/27/13	GAS SERVICE	WATER	O-DISTR MISC	80.30
	12/27/13	GAS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	80.22
	12/27/13	GAS SERVICE	ELECTRIC	O-DISTR MISC	240.71
	12/27/13	GAS SERVICE	ELECTRIC	O-DISTR MISC	87.00
	12/27/13	GAS SERVICE	LIQUOR	O-GEN MISC	334.61
				TOTAL:	2,219.16
MINNESOTA WEST COMM AND TECH COLLEGE	12/27/13	LIGHTING REBATES-NEW CONST	ELECTRIC	CUSTOMER INSTALL EXPEN	5,260.00
	12/27/13	CUSTOM REBATES-NEW CONSTRU	ELECTRIC	CUSTOMER INSTALL EXPEN	4,919.30
				TOTAL:	10,179.30
MISCELLANEOUS V ADVANCED SEEDING &	12/27/13	REFUND OF CREDITS-ACCTS FI	WATER	NON-DEPARTMENTAL	10.16
BOYD JAVIER D	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	59.70
BOYD JAVIER D	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.02
DUMKE ERIN A	12/27/13	REFUND OF DEPOSITS-ACCTS F	WATER	NON-DEPARTMENTAL	18.20
DUMKE ERIN A	12/27/13	REFUND OF DEPOSITS-ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.09
DUMKE ERIN A	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.00
DUMKE ERIN A	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.18
ESPARZA RODRIGO	12/27/13	ESPARZA RODRIGO:REFUND	ELECTRIC	NON-DEPARTMENTAL	2.77
ESPARZA RODRIGO	12/27/13	ESPARZA RODRIGO:REFUND	ELECTRIC	ACCTS-RECORDS & COLLEC	0.17
GARCIA-CHAVEZ MAYRA G	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	56.37
GARCIA-CHAVEZ MAYRA G	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.04
HARVEY DONNA	12/27/13	REPLACE 3 MAILBOXES-PINEWO	GENERAL FUND	ICE AND SNOW REMOVAL	75.97
HEINMILLER ANTHONY M	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	15.71
HEINMILLER ANTHONY M	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.08
LOHR NICOLE S	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	73.73
LOHR NICOLE S	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.10
MACLACHLAN ALANA M	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	68.19
MACLACHLAN ALANA M	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.11
REESE DAN	12/27/13	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
ROHRBAUCK WAYNE	12/27/13	CUSTOMER REBATES	ELECTRIC	CUSTOMER INSTALL EXPEN	175.00
SODERHOLM KATIE	12/27/13	REFUND OF DEPOSITS-ACCTS F	WATER	NON-DEPARTMENTAL	10.32
SODERHOLM KATIE	12/27/13	REFUND OF DEPOSITS-ACCTS F	WATER	ACCTS-RECORDS & COLLEC	0.07
SODERHOLM KATIE	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.00
SODERHOLM KATIE	12/27/13	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.15
				TOTAL:	807.13
MORGAN CREEK VINEYARDS	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	265.32
				TOTAL:	265.32
MTI DISTRIBUTING INC	12/27/13	RADIATOR HOSE	RECREATION	PARK AREAS	49.78
				TOTAL:	49.78
NELSON SCOTT	12/27/13	REIMBURSE-BOARD OF REVIEW	GENERAL FUND	MAYOR AND COUNCIL	33.90
				TOTAL:	33.90
PEPSI COLA BOTTLING CO	12/27/13	MIX	LIQUOR	NON-DEPARTMENTAL	38.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	38.95
PHILLIPS WINE & SPIRITS INC	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,937.30
	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	1,698.51
	12/27/13	MIX	LIQUOR	NON-DEPARTMENTAL	32.50
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	152.43
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	59.61
				TOTAL:	11,880.35
RUNNINGS SUPPLY INC-ACCT#9502485	12/27/13	DOG & CAT FOOD	GENERAL FUND	ANIMAL CONTROL ENFORCE	67.12
	12/27/13	REFLECTIVE NUMBERS-MOWERS	RECREATION	PARK AREAS	5.05
	12/27/13	SPRAYER HOSE	RECREATION	PARK AREAS	60.38
				TOTAL:	132.55
SOUTHERN WINE & SPIRITS OF MINNESOTA	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,785.87
	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	544.00
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	109.44
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	11.10
				TOTAL:	6,450.41
TRUE FABRICATIONS	12/27/13	MIX AND RESALE ITEMS	LIQUOR	NON-DEPARTMENTAL	915.14
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	44.63
				TOTAL:	959.77
VERIZON WIRELESS	12/27/13	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	40.85
	12/27/13	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	52.70
	12/27/13	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	35.50
	12/27/13	MONTHLY WIRELESS SERVICE	WATER	O-DISTR MISC	35.50
	12/27/13	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	35.50
	12/27/13	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	40.85
	12/27/13	MONTHLY WIRELESS SERVICE	MUNICIPAL WASTEWAT	O-PURIFY SUPERVISION	35.50
	12/27/13	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	40.85
	12/27/13	MONTHLY WIRELESS SERVICE	ELECTRIC	O-DISTR SUPER & ENG	52.70
	12/27/13	MONTHLY WIRELESS SERVICE	ELECTRIC	ADMIN OFFICE SUPPLIES	52.70
	12/27/13	MONTHLY WIRELESS SERVICE	ELECTRIC	ACCTS-METER READING	40.85
				TOTAL:	463.50
WAL MART BUSINESS/GEGRB	12/27/13	BATTERIES, MIG SIGHT BATTE	GENERAL FUND	POLICE ADMINISTRATION	48.55
	12/27/13	2 GB SD CARDS	GENERAL FUND	POLICE ADMINISTRATION	13.62
	12/27/13	MIG SIGHT BATTERIES	GENERAL FUND	POLICE ADMINISTRATION	42.39
	12/27/13	KLEENEX	GENERAL FUND	SECURITY CENTER	5.87
	12/27/13	KLEENEX	GENERAL FUND	SECURITY CENTER	5.87
				TOTAL:	116.30
WINE MERCHANTS	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	216.00
	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	72.00
	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	80.00
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	1.60
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	1.60
				TOTAL:	371.20
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	12/27/13	MIX	LIQUOR	NON-DEPARTMENTAL	336.00
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	17,138.21
	12/27/13	MIX	LIQUOR	NON-DEPARTMENTAL	160.74
	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	990.00
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	105.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	364.04-
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	83.47-
	12/27/13	WINE	LIQUOR	NON-DEPARTMENTAL	168.00-
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	68.41-
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	105.00-
	12/27/13	LIQUOR	LIQUOR	NON-DEPARTMENTAL	205.87-
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	227.02
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	18.15
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	1.65-
	12/27/13	FREIGHT	LIQUOR	O-SOURCE MISC	0.14-
				TOTAL:	17,768.54
WORTHINGTON FOOTWEAR	12/27/13	BOOTS	RECREATION	PARK AREAS	140.00
				TOTAL:	140.00
WORTHINGTON PRINTING CO INC	12/27/13	URGENT NOTICES	WATER	ACCTS-RECORDS & COLLEC	253.84
	12/27/13	URGENT NOTICES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	253.84
	12/27/13	URGENT NOTICES	ELECTRIC	ACCTS-RECORDS & COLLEC	507.68
				TOTAL:	1,015.36
WORTHINGTON REGIONAL ECON DEV CORP	12/27/13	BAC PRESENTER PRO REMOTE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	92.99
				TOTAL:	92.99

## ===== FUND TOTALS =====

101	GENERAL FUND	21,266.88
229	RECREATION	4,987.73
231	ECONOMIC DEV AUTHORITY	164.09
601	WATER	1,707.76
602	MUNICIPAL WASTEWATER	1,228.78
604	ELECTRIC	14,277.49
606	STORM WATER MANAGEMENT	481.11
609	LIQUOR	78,369.43
612	AIRPORT	89.85
614	MEMORIAL AUDITORIUM	64.32
702	DATA PROCESSING	357.70

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GRAND TOTAL: 122,995.14

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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMERICAN BOTTLING COMPANY	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	101.05
				TOTAL:	101.05
AMERICAN PUBLIC WORKS ASSOC	1/03/14	MEMBERSHIP DUES	GENERAL FUND	ENGINEERING ADMIN	217.50
				TOTAL:	217.50
ANDERSON ALIGNMENT SERVICE	1/03/14	DOT INSPECTION/OIL CHANGE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	126.12
	1/03/14	DOT INSPECTION/OIL CHANGE	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	170.64
	1/03/14	DOT INSPECTION/OIL CHANGE	STORM WATER MANAGE	STORM DRAINAGE	126.13
	1/03/14	DOT INSPECTION/OIL CHANGE	STORM WATER MANAGE	STORM DRAINAGE	170.64
				TOTAL:	593.53
ARCTIC ICE INC	1/03/14	ICE	LIQUOR	NON-DEPARTMENTAL	155.90
				TOTAL:	155.90
ARTISAN BEER COMPANY	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	47.00
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	217.00
				TOTAL:	264.00
ASCAP	1/03/14	ANNUAL MUSIC LICENSE	GENERAL FUND	MAYOR AND COUNCIL	330.00
				TOTAL:	330.00
BELTLINE AUTOMOTIVE	1/03/14	SERVICE UNIT 100	ELECTRIC	O-DISTR SUPER & ENG	38.73
				TOTAL:	38.73
BEVERAGE WHOLESALERS INC	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	9,906.30
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	8,265.15
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	7,844.85
				TOTAL:	26,016.30
BOB & STEVES SHELL	1/03/14	NOVEMBER FUEL	GENERAL FUND	FIRE ADMINISTRATION	177.59
				TOTAL:	177.59
BOLTON & MENK INC	1/03/14	DRAFT TMDL, RESEARCH	STORM WATER MANAGE	STORM DRAINAGE	10,092.00
				TOTAL:	10,092.00
BOND TRUST SERVICES CORP REF:32697	1/03/14	PAYING AGENT FEE-GO PIR 20	PIR SERIES 2007A	GO PIR SERIES 2007A	450.00
	1/03/14	PAYING AGENT FEE-GO PIR 20	PIR SERIES 2010A	GO PIR SERIES 2010A	450.00
	1/03/14	PAYING AGENT FEE-GO SALES	GO SERIES 2012B, SA	REV BOND. SERIES 2012B	450.00
				TOTAL:	1,350.00
BURNS LOCK & KEY	1/03/14	KEY ASSEMBLY	WATER	ACCTS-RECORDS & COLLEC	10.26
	1/03/14	KEY ASSEMBLY	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	10.25
	1/03/14	KEY ASSEMBLY	ELECTRIC	ACCTS-RECORDS & COLLEC	20.52
				TOTAL:	41.03
C&S CHEMICALS INC	1/03/14	4,043 GALLONS ALUM	MUNICIPAL WASTEWAT	O-PURIFY MISC	5,033.92
				TOTAL:	5,033.92
CENTRAL SALT LLC	1/03/14	BULK DEICING SALT	GENERAL FUND	ICE AND SNOW REMOVAL	1,895.71
	1/03/14	BULK DEICING SALT	GENERAL FUND	ICE AND SNOW REMOVAL	1,870.40
				TOTAL:	3,766.11
COCA-COLA ENTERPRISES-MIDWEST DIVISION	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	264.64
				TOTAL:	264.64



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
COMMUNITY EDUCATION	1/03/14	2013-14 WINTER CATALOG CE	GENERAL FUND	CENTER FOR ACTIVE LIVI	125.00
	1/03/14	2013-14 WINTER CATALOG CE	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>125.00</u>
				TOTAL:	250.00
DAVIS TYPEWRITER CO INC	1/03/14	BUDGET PAPER	GENERAL FUND	AUDITS AND BUDGETS	9.99
	1/03/14	CHAIR	GENERAL FUND	ECONOMIC DEVELOPMENT	176.57
	1/03/14	CARDS W/ENVELOPES	GENERAL FUND	FIRE ADMINISTRATION	70.09
	1/03/14	DESK CALENDAR, CARTRIDGE	GENERAL FUND	PAVED STREETS	48.49
	1/03/14	PRINTER CARTRIDGES	GENERAL FUND	CENTER FOR ACTIVE LIVI	<u>95.62</u>
				TOTAL:	400.76
DEPUTY REGISTER #33	1/03/14	2014 LICENSE BRDTF TRAILER	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	<u>21.00</u>
				TOTAL:	21.00
DIAMOND VOGEL PAINT	1/03/14	PRIMER-DIGESTER PIPING	MUNICIPAL WASTEWAT	M-PURIFY MISC	<u>40.39</u>
				TOTAL:	40.39
ECHO GROUP INC	1/03/14	RETURNED RECEIVER/TRANS	RECREATION	PARK AREAS	59.48-
	1/03/14	HEATER WELL #25	WATER	M-PUMPING	433.91
	1/03/14	HEATER CHLORINE ROOM	WATER	M-PURIFY STRUCTURES	433.92
	1/03/14	TRANSMITTER	ELECTRIC	M-DISTR UNDERGRND LINE	32.74
	1/03/14	GLUE	ELECTRIC	M-DISTR UNDERGRND LINE	12.22
	1/03/14	CAPACITOR-STREET LIGHTS	ELECTRIC	M-DISTR ST LITE & SIG	<u>119.18</u>
				TOTAL:	972.49
FASTENAL COMPANY	1/03/14	FIRST AID KIT	ELECTRIC	O-DISTR MISC	26.70
	1/03/14	BOLTS	ELECTRIC	O-DISTR MISC	111.67
	1/03/14	SAW BLADES	ELECTRIC	O-DISTR MISC	143.38
	1/03/14	FIRST AID KITS	SAFETY PROMO/LOSS	HEALTH/SAFETY/FITNESS	<u>1,786.61</u>
				TOTAL:	2,068.36
GRAINGER INC	1/03/14	BATTERIES	WATER	O-DISTR MISC	67.77
	1/03/14	SHELVING	ELECTRIC	M-DISTR STRUCTURES	<u>1,501.17</u>
				TOTAL:	1,568.94
HAGEN BEVERAGE DISTRIBUTING INC	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	132.50
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	795.50
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	14,020.30
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	15.75-
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	2,379.75
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	2,365.40
	1/03/14	BEER	LIQUOR	NON-DEPARTMENTAL	<u>44.80</u>
				TOTAL:	19,722.50
HY-VEE INC-61705	1/03/14	FUEL	LIQUOR	O-GEN MISC	<u>31.01</u>
				TOTAL:	31.01
HYDRAULIC WORLD INC	1/03/14	TOOLCAT REPAIRS	RECREATION	PARK AREAS	4.39
	1/03/14	TOOLCAT REPAIRS	RECREATION	PARK AREAS	<u>61.25</u>
				TOTAL:	65.64
IDE@S	1/03/14	COMPUTER	RECREATION	PARK AREAS	<u>794.68</u>
				TOTAL:	794.68
INTERNATIONAL ASSOCIATION OF FIRE CHIE	1/03/14	2014 MEMBERSHIP	GENERAL FUND	FIRE ADMINISTRATION	<u>209.00</u>
				TOTAL:	209.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
JERRY'S AUTO SUPPLY	1/03/14	OIL FILTER-FLOWER CUSHMAN	RECREATION	PARK AREAS	6.38
	1/03/14	AIR FILTERS-CUSHMANS	RECREATION	PARK AREAS	39.75
				TOTAL:	46.13
JOHNSON BROTHERS LIQUOR CO	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	1,161.65
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,941.77
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	2,614.25
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	116.95
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,855.28
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	3,086.70
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	60.50
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	7.08-
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	3.00-
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	3.00-
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	33.30-
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	22.40
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	69.01
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	100.01
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	105.60
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	1.60-
				TOTAL:	23,086.14
JOHNSON LESA L	1/03/14	REIMBURSE MILEAGE	LIQUOR	O-GEN MISC	52.15
				TOTAL:	52.15
JSA SERVICES	1/03/14	PARK RESTROOM SUPPLIES	RECREATION	PARK AREAS	1,017.02
				TOTAL:	1,017.02
KRUGER LEE D	1/03/14	REIMBURSE INSTRUCTOR COURSE	GENERAL FUND	FIRE ADMINISTRATION	667.69
				TOTAL:	667.69
LAMPERTS YARDS INC-2602004	1/03/14	RPLACE SIDING-AIRPORT ELEC	AIRPORT	O-GEN MISC	435.94
	1/03/14	REPLACE SIDING-AIRPORT ELE	AIRPORT	O-GEN MISC	623.95
				TOTAL:	1,059.89
LARSON CRANE SERVICE INC	1/03/14	HAUL SNOW	GENERAL FUND	ICE AND SNOW REMOVAL	760.00
				TOTAL:	760.00
LAW ENFORCEMENT LABOR SERVICES INC #27	1/03/14	UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	180.00
				TOTAL:	180.00
LAWNS PLUS	1/03/14	SNOW REMOVAL-NOV 6	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	75.00
				TOTAL:	75.00
LINCOLN-PIPESTONE RURAL WATER SYSTEM	1/03/14	EAST INTERCONNECTION	WATER	O-SOURCE MISC	17,341.65
	1/03/14	WEST INTERCONNECTION	WATER	O-SOURCE MISC	28,240.59
				TOTAL:	45,582.24
MINNESOTA BUREAU OF CRIMINAL APPREHENS	1/03/14	EMPLOYEE HIRE TO HIGHER-AP PD TASK FORCE		BUFFALO RIDGE DRUG TAS	190.00
				TOTAL:	190.00
MINNESOTA DEPARTMENT OF AGRICULTURE	1/03/14	2014 PESTICIDE APP LICENSE	RECREATION	PARK AREAS	15.00
				TOTAL:	15.00
MINNESOTA STATE FIRE CHIEFS ASSOC	1/03/14	2014 MEMBERSHIP DUES	GENERAL FUND	FIRE ADMINISTRATION	189.00
				TOTAL:	189.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MINNESOTA STATE FIRE DEPT ASSN	1/03/14	2014 MEMBERSHIP DUES	GENERAL FUND	FIRE ADMINISTRATION	315.00
				TOTAL:	315.00
MINNESOTA VALLEY TESTING LABS INC	1/03/14	SALTY DISCHARGE TESTING	MUNICIPAL WASTEWAT	O-PURIFY MISC	129.60
				TOTAL:	129.60
MISCELLANEOUS V MARTIN ISRAEL	1/03/14	REFUND OF DEPOSIT-ACCTS FI WATER		NON-DEPARTMENTAL	45.00
MARTIN ISRAEL	1/03/14	REFUND OF DEPOSIT-ACCTS FI MUNICIPAL WASTEWAT		NON-DEPARTMENTAL	25.44
MARTIN ISRAEL	1/03/14	REFUND OF DEPOSIT-ACCTS FI ELECTRIC		NON-DEPARTMENTAL	95.00
MASSOP LOGAN J	1/03/14	REFUND OF DEPOSITS-ACCTS F ELECTRIC		NON-DEPARTMENTAL	20.36
REMPEL SHIRLEY	1/03/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	14.00
STANDAFER STARR	1/03/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	21.00
				TOTAL:	220.80
MN CHILD SUPPORT PAYMENT CTR	1/03/14	GARNISHMENT	WATER	NON-DEPARTMENTAL	294.46
				TOTAL:	294.46
MN DEPT TRANSPORTATION	1/03/14	WIRING PROBLEM WB-SB TURN	GENERAL FUND	SIGNS AND SIGNALS	184.05
				TOTAL:	184.05
NOBLES COUNTY	1/03/14	2013 NETWORK ACCESS CHARGE	GENERAL FUND	POLICE ADMINISTRATION	7,053.43
	1/03/14	2013 NETWORK ACCESS CHARGE	GENERAL FUND	POLICE ADMINISTRATION	940.78
	1/03/14	2013 NETWORK ACCESS CHARGE	GENERAL FUND	SECURITY CENTER	146.57
	1/03/14	2013 NETWORK ACCESS CHARGE	GENERAL FUND	CODE ENFORCEMENT	293.13
	1/03/14	2013 NETWORK FEES	PD TASK FORCE	BUFFALO RIDGE DRUG TAS	586.26
				TOTAL:	9,020.17
NOBLES COUNTY ATTORNEY	1/03/14	DWI FORFEITURE-SYHAVONG	GENERAL FUND	POLICE ADMINISTRATION	49.54
				TOTAL:	49.54
OBERLOH ALAN	1/03/14	REIMBURSE CRAILSHEIM TRAVE	GENERAL FUND	MAYOR AND COUNCIL	1,297.50
				TOTAL:	1,297.50
PAUSTIS & SONS	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	4,990.05
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	527.00
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	57.50
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	5.25
				TOTAL:	5,579.80
PEPSI COLA BOTTLING CO	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	26.50
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	158.85
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	26.50
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	137.40
				TOTAL:	349.25
PHILLIPS WINE & SPIRITS INC	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,395.75
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	690.25
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	4,501.18
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	2,058.95
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	151.47
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	28.80
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	53.07
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	60.80
				TOTAL:	16,940.27
RUNNINGS SUPPLY INC-ACCT#9502440	1/03/14	OIL	ELECTRIC	O-DISTR UNDERGRND LINE	164.54

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/03/14	PULL TWINE	ELECTRIC	O-DISTR MISC	32.01
	1/03/14	PULL TWINE	ELECTRIC	O-DISTR MISC	68.30
				TOTAL:	264.85
RUNNINGS SUPPLY INC-ACCT#9502485	1/03/14	TRUCK WASH	RECREATION	PARK AREAS	7.47
	1/03/14	AMORALL PROTECTANT	RECREATION	PARK AREAS	7.47
				TOTAL:	14.94
SERVALL TOWEL & LINEN SUPPLY	1/03/14	BAR WIPES, GANITE MATS	LIQUOR	O-GEN MISC	74.02
				TOTAL:	74.02
ARTHUR SHERER	1/03/14	SNOW REMOVAL	GENERAL FUND	ICE AND SNOW REMOVAL	1,700.00
				TOTAL:	1,700.00
SHINE BROS CORP OF MN	1/03/14	STEEL ROD- UNIT 419	GENERAL FUND	ICE AND SNOW REMOVAL	48.94
				TOTAL:	48.94
SOUTHERN WINE & SPIRITS OF MINNESOTA	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	5,049.23
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	40.12
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	82.42
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	880.49
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,203.20
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	2,095.00
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	83.44
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	1.85
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	29.45
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	0.31
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	37.49
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	70.92
				TOTAL:	11,573.92
SOUTHWEST MINNESOTA HOUSING PARTNERSHI	1/03/14	CDAP-12-0071-O-FY13 #2	SMALL CITIES GRANT	SW MN HOUSING	2,288.00
				TOTAL:	2,288.00
VANTAGEPOINT TRANSFER AGENTS-457	1/03/14	DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	351.42
	1/03/14	DEFERRED COMP	GENERAL FUND	POLICE ADMINISTRATION	76.92
				TOTAL:	428.34
VAPOR BLAST MFG CO	1/03/14	WET BLASTING MATERIALS	WATER	M-DISTR METERS	480.66
				TOTAL:	480.66
VINOCOPIA INC	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	147.75
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	344.00
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	24.00
				TOTAL:	515.75
VON HOLDT RICK	1/03/14	REIMBURSE TRAVEL	GENERAL FUND	FIRE ADMINISTRATION	189.59
				TOTAL:	189.59
WINE MERCHANTS	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	2,516.00
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	70.41
				TOTAL:	2,586.41
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	336.00
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	9,452.07
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	36.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/03/14	MIX	LIQUOR	NON-DEPARTMENTAL	100.75
	1/03/14	WINE	LIQUOR	NON-DEPARTMENTAL	91.24
	1/03/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	580.48
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	172.55
	1/03/14	FREIGHT	LIQUOR	O-SOURCE MISC	2.06
				TOTAL:	9,610.19
WYCOFF DANNY	1/03/14	MILEAGE 9/17-12/6/13	LIQUOR	O-GEN MISC	100.46
				TOTAL:	100.46

## ===== FUND TOTALS =====

101	GENERAL FUND	19,794.52
204	SMALL CITIES GRANT	2,288.00
207	PD TASK FORCE	797.26
229	RECREATION	1,893.93
345	PIR SERIES 2007A	450.00
347	PIR SERIES 2010A	450.00
349	GO SERIES 2012B, SALES TAX	450.00
601	WATER	47,348.22
602	MUNICIPAL WASTEWATER	5,536.36
604	ELECTRIC	2,421.52
606	STORM WATER MANAGEMENT	10,388.77
609	LIQUOR	117,023.76
612	AIRPORT	1,059.89
614	MEMORIAL AUDITORIUM	75.00
703	SAFETY PROMO/LOSS CTRL	1,786.61

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 GRAND TOTAL: 211,763.84  
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VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ASSOCIATION OF MN BUILDING OFFICIALS	1/09/14	2014 DUES	GENERAL FUND	ECONOMIC DEVELOPMENT	200.00
				TOTAL:	200.00
BEVERAGE WHOLESALERS INC	1/09/14	BEER	LIQUOR	NON-DEPARTMENTAL	2,785.74
				TOTAL:	2,785.74
BOB & STEVES SHELL	1/10/14	FUEL	GENERAL FUND	FIRE ADMINISTRATION	82.00
				TOTAL:	82.00
CARLOS CREEK WINERY	1/09/14	WINE	LIQUOR	NON-DEPARTMENTAL	159.96
				TOTAL:	159.96
CENTRAL SALT LLC	1/10/14	DEICING SALT	GENERAL FUND	ICE AND SNOW REMOVAL	2,376.64
				TOTAL:	2,376.64
CHAMBER OF COMMERCE	1/09/14	MEMBERSHIP RENEWAL	GENERAL FUND	CENTER FOR ACTIVE LIVI	163.80
	1/09/14	MEMBERSHIP RENEWAL	RECREATION	GOLF COURSE-CLUBHOUSE	163.80
	1/09/14	MEMBERSHIP RENEWAL	ELECTRIC	ADMIN MISC	1,588.71
	1/09/14	MEMBERSHIP RENEWAL	LIQUOR	O-GEN MISC	271.49
	1/09/14	MEMBERSHIP RENEWAL	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	188.20
	1/10/14	LODGING TAX-NOVEMBER	TOURISM PROMOTION	LODGING TAX/TOURISM	9,257.40
				TOTAL:	11,633.40
CIVIC SYSTEMS LLC	1/09/14	SUPPORT FEES 1/1-6/30/14	WATER	ACCTS-RECORDS & COLLEC	1,232.50
	1/09/14	SUPPORT FEES 1/1-6/30/14	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	1,232.50
	1/09/14	SUPPORT FEES 1/1-6/30/14	ELECTRIC	ACCTS-RECORDS & COLLEC	2,465.00
				TOTAL:	4,930.00
COALITION OF GREATER MINNESOTA CITIES	1/09/14	2014 DUES ASSESSMENTS	GENERAL FUND	OTHER GEN GOVT MISC	19,170.00
				TOTAL:	19,170.00
COOPERATIVE ENERGY CO- ACCT # 5910807	1/10/14	HYDRAULIC OIL-BLOWER	GENERAL FUND	ICE AND SNOW REMOVAL	121.41
				TOTAL:	121.41
CULLIGAN WATER COND CO	1/09/14	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	30.00
	1/10/14	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	24.00
	1/09/14	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	5.00
	1/10/14	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	5.61
	1/09/14	MONTHLY SERVICE	WATER	O-DISTR MISC	18.00
	1/09/14	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	18.00
	1/09/14	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	12.83
	1/10/14	MONTHLY SERVICE	ELECTRIC	ACCTS-RECORDS & COLLEC	30.00
				TOTAL:	143.44
DACOTAH PAPER CO	1/09/14	MATS	LIQUOR	O-GEN MISC	562.55
	1/09/14	BAGS	LIQUOR	O-GEN MISC	244.28
				TOTAL:	806.83
DAILY GLOBE	1/10/14	ONLINE ADS	GENERAL FUND	MAYOR AND COUNCIL	60.00
	1/10/14	ORDINANCES	GENERAL FUND	CLERK'S OFFICE	270.01
	1/10/14	LIQUOR STORE ADS	LIQUOR	O-GEN MISC	808.00
				TOTAL:	1,138.01
DAVIS TYPEWRITER CO INC	1/10/14	STAPLES, PAPER CLIPS	GENERAL FUND	ENGINEERING ADMIN	2.61
	1/10/14	STAPLES, PAPER CLIPS	GENERAL FUND	ECONOMIC DEVELOPMENT	2.61
	1/09/14	SUPPLIES	WATER	ACCTS-RECORDS & COLLEC	16.20

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/09/14	SUPPLIES	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	16.19
	1/09/14	SUPPLIES	ELECTRIC	ACCTS-RECORDS & COLLEC	32.40
				TOTAL:	70.01
DIAMOND VOGEL PAINT	1/10/14	PAINT FOR DIGESTER PIPING	MUNICIPAL WASTEWAT	M-PURIFY MISC	48.37
				TOTAL:	48.37
FLAHERTY & HOOD PA	1/10/14	LABOR RELATIONS	GENERAL FUND	CITY ATTORNEY	65.46
				TOTAL:	65.46
GOPHER STATE ONE CALL INC	1/10/14	MONTHLY LOCATE SERVICES	WATER	O-DISTR MISC	12.38
	1/10/14	MONTHLY LOCATE SERVICES	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	12.37
	1/10/14	MONTHLY LOCATE SERVICES	ELECTRIC	O-DISTR MISC	24.75
				TOTAL:	49.50
GRAINGER INC	1/10/14	GREASE GUN & DRILL BATTERI	ELECTRIC	O-DISTR MISC	350.61
				TOTAL:	350.61
HAGEN BEVERAGE DISTRIBUTING INC	1/09/14	BEER	LIQUOR	NON-DEPARTMENTAL	2,452.70
	1/09/14	MIX	LIQUOR	NON-DEPARTMENTAL	265.68
	1/09/14	BEER	LIQUOR	NON-DEPARTMENTAL	690.80
	1/10/14	WATER	LIQUOR	O-GEN MISC	39.00
				TOTAL:	3,448.18
HY-VEE INC-61609	1/10/14	STORM PROVISIONS-WWTP	MUNICIPAL WASTEWAT	O-PURIFY MISC	26.44
				TOTAL:	26.44
INTERNATIONAL CODE COUNCIL INC	1/09/14	SEMINAR REGISTRATION	GENERAL FUND	ECONOMIC DEVELOPMENT	399.00
				TOTAL:	399.00
J & K WINDOWS	1/10/14	WINDOW CLEANING	LIQUOR	O-GEN MISC	32.06
				TOTAL:	32.06
JERRY'S AUTO SUPPLY	1/10/14	PRESSURE WASHER FITTINGS	GENERAL FUND	FIRE ADMINISTRATION	36.54
	1/10/14	PRESSURE WASHER FITTINGS	GENERAL FUND	FIRE ADMINISTRATION	4.26
				TOTAL:	40.80
JOBSHQ	1/10/14	MEMORIAL MANAGER ADS	GENERAL FUND	PERSONNEL & RECRUITMEN	217.20
				TOTAL:	217.20
JOHNSON BUILDERS & REALTY INC	1/10/14	HVAC PROTECTION SHELTERS	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	6,591.00
				TOTAL:	6,591.00
KARL'S TV & APPLIANCE INC	1/09/14	VACUUM BAGS	GENERAL FUND	CENTER FOR ACTIVE LIVI	18.96
				TOTAL:	18.96
KARLS CARQUEST AUTO PARTS INC	1/10/14	UNIT 410 AIR FILTER	GENERAL FUND	PAVED STREETS	27.87
	1/10/14	ICE SCRAPPER	GENERAL FUND	PAVED STREETS	2.77
	1/10/14	UNDERBODY REPAIR UNIT 409	GENERAL FUND	ICE AND SNOW REMOVAL	39.74
				TOTAL:	70.38
LAMPERTS YARDS INC-2602004	1/10/14	WOOD	ELECTRIC	M-DISTR UNDERGRND LINE	1.00
	1/10/14	BROKEN SPRING-AIRPORT	AIRPORT	O-GEN MISC	147.49
				TOTAL:	148.49
LARSON CRANE SERVICE INC	1/10/14	SNOW REMOVAL BAC	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	487.50

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	487.50
LEWIS & CLARK REGIONAL WATER SYSTEM IN	1/10/14	LOBBY CHARGES	WATER	O-SOURCE WELLS & SPRNG	2,483.25
				TOTAL:	2,483.25
MARCO	1/09/14	SERVICE/SUPPLY SHARP MX500	WATER	ACCTS-RECORDS & COLLEC	30.08
	1/09/14	SERVICE/SUPPLY - PRINTERS	WATER	ACCTS-RECORDS & COLLEC	66.94
	1/09/14	SERVICE/SUPPLY SHARP MX500	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	30.08
	1/09/14	SERVICE/SUPPLY - PRINTERS	MUNICIPAL WASTEWAT	ACCT-RECORDS & COLLECT	66.93
	1/09/14	SERVICE/SUPPLY SHARP MX500	ELECTRIC	ACCTS-RECORDS & COLLEC	60.17
	1/09/14	SERVICE/SUPPLY - PRINTERS	ELECTRIC	ACCTS-RECORDS & COLLEC	133.87
				TOTAL:	388.07
MATHESON TRI-GAS INC	1/10/14	DRILL BITS TO FIX PLOWS	GENERAL FUND	ICE AND SNOW REMOVAL	128.46
	1/10/14	REPAIR OF SNOW PLOWS	GENERAL FUND	ICE AND SNOW REMOVAL	146.17
				TOTAL:	274.63
MCCUEN WELDING & MACHINING INC	1/10/14	RESLEEVE & IMPELLER LIFT P	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	45.83
	1/10/14	RESLEEVE & IMPELLER LIFT P	MUNICIPAL WASTEWAT	M-SOURCE MAINS & LIFTS	262.50
				TOTAL:	308.33
MIDWEST ENGINEERING	1/10/14	ENGINEERING-SERVICE RD & D IMPROVEMENT	CONST	INVALID DEPARTMENT	2,470.00
				TOTAL:	2,470.00
MINNESOTA ELEVATOR INC	1/09/14	1ST QTRLY MAINTENANCE	GENERAL FUND	GENERAL GOVT BUILDINGS	172.01
				TOTAL:	172.01
MINNESOTA ENERGY RESOURCES CORP	1/10/14	GAS SERVICE	GENERAL FUND	PAVED STREETS	112.38
	1/10/14	GAS SERVICE	RECREATION	OLSON PARK CAMPGROUND	337.24
	1/10/14	GAS SERVICE	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	1,806.48
	1/10/14	GAS SREVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	4,648.28
	1/10/14	GAS SERVICE	AIRPORT	O-GEN MISC	683.20
	1/10/14	GAS SERVICE	AIRPORT	O-GEN MISC	478.40
				TOTAL:	8,065.98
MINNESOTA MUNICIPAL UTILITIES ASSOC	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	ADMINISTRATION	168.28
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	ENGINEERING ADMIN	308.51
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	ECONOMIC DEVELOPMENT	140.23
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	POLICE ADMINISTRATION	1,738.87
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	FIRE ADMINISTRATION	2,019.33
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	PAVED STREETS	56.09
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	PAVED STREETS	336.56
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	GENERAL FUND	CODE ENFORCEMENT	56.09
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	RECREATION	GOLF COURSE-GREEN	56.09
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	RECREATION	PARK AREAS	224.37
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	WATER	O-DISTR MISC	1,274.76
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	MUNICIPAL WASTEWAT	O-SOURCE MAINS & LIFTS	656.69
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	MUNICIPAL WASTEWAT	O-PURIFY MISC	656.69
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	ELECTRIC	O-DISTR MISC	1,274.76
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	LIQUOR	O-GEN MISC	168.28
	1/09/14	SAFETY MGMT PROGRAM-1ST QT	DATA PROCESSING	DATA PROCESSING	224.37
				TOTAL:	9,359.97
MINNESOTA WEST COMM AND TECH COLLEGE	1/09/14	MEMBERSHIP	GENERAL FUND	POLICE ADMINISTRATION	725.00
				TOTAL:	725.00



VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MISCELLANEOUS V AYANA HENOK O	1/09/14	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	77.18
AYANA HENOK O	1/09/14	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	ACCTS-RECORDS & COLLEC	0.24
BARRIE DIANE	1/10/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	275.00
BURNHAM TRAVIS	1/09/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	50.00
DEGROOT LEON L	1/09/14	REFUND OF DEPOSITS-ACCTS F	WATER	NON-DEPARTMENTAL	45.00
DEGROOT LEON L	1/09/14	REFUND OF DEPOSITS-ACCTS F	MUNICIPAL WASTEWAT	NON-DEPARTMENTAL	4.74
DEGROOT LEON L	1/09/14	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	95.00
FRODERMAN LES	1/10/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	275.00
MYA THAIN	1/09/14	REFUND OF DEPOSITS-ACCTS F	ELECTRIC	NON-DEPARTMENTAL	19.10
NAMANNY BRYAN	1/10/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	275.00
PLUM CREEK LIBRARY	1/10/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	250.00
REHBORG CALVIN	1/09/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	10.00
REHIMA HASSAN	1/09/14	REFUND OF DEPOSIT-ACCTS FI	ELECTRIC	NON-DEPARTMENTAL	65.19
WIDVEY JOHN	1/09/14	CUSTOMER REBATE	ELECTRIC	CUSTOMER INSTALL EXPEN	21.00
				TOTAL:	1,462.45
NATIONAL CHILD SAFETY COUNCIL	1/09/14	EDUCATIONAL MATERIALS	GENERAL FUND	DARE	440.00
				TOTAL:	440.00
NOBLES COUNTY AUDITOR/TREASURER	1/10/14	DECEMBER LEGAL	GENERAL FUND	PROSECUTION	11,690.25
	1/10/14	NOVEMBER SOLID WASTE	WASTE MANAGEMENT C	SOLID WASTE/RECYCLE	7,260.00
				TOTAL:	18,950.25
PALLEN/KIMBALL COMPANY LLC	1/10/14	CALIBRATE AUTOCLAVE	MUNICIPAL WASTEWAT	O-PURIFY LABORATORY	387.43
				TOTAL:	387.43
PAUSTIS & SONS	1/09/14	WINE	LIQUOR	NON-DEPARTMENTAL	324.00
				TOTAL:	324.00
RONS REPAIR INC	1/10/14	UNIT 412 PLOW LIGHT FUSE	GENERAL FUND	ICE AND SNOW REMOVAL	3.21
				TOTAL:	3.21
RUNNINGS SUPPLY INC-ACCT#9502440	1/10/14	GREASE	ELECTRIC	M-DISTR UNDERGRND LINE	45.84
				TOTAL:	45.84
RUNNINGS SUPPLY INC-ACCT#9502485	1/10/14	FLOOR DRY CAN	GENERAL FUND	PAVED STREETS	35.26
	1/10/14	SWEEPER TOOLS UNIT 408	STORM WATER MANAGE	STREET CLEANING	270.34
				TOTAL:	305.60
SCHAAP SANITATION INC	1/10/14	MONTHLY SERVICE	GENERAL FUND	GENERAL GOVT BUILDINGS	109.69
	1/10/14	MONTHLY SERVICE	GENERAL FUND	FIRE ADMINISTRATION	77.15
	1/10/14	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	104.60
	1/10/14	MONTHLY SERVICE	GENERAL FUND	CENTER FOR ACTIVE LIVI	48.78
	1/10/14	MONTHLY SERVICE	RECREATION	GOLF COURSE-GREEN	174.59
	1/10/14	MONTHLY SERVICE	RECREATION	PARK AREAS	316.78
	1/10/14	MONTHLY SERVICE	WATER	O-DISTR MISC	146.66
	1/10/14	MONTHLY SERVICE	MUNICIPAL WASTEWAT	O-PURIFY MISC	216.35
	1/10/14	MONTHLY SERVICE	ELECTRIC	O-DISTR MISC	162.50
	1/10/14	MONTHLY SERVICE	LIQUOR	O-GEN MISC	163.43
	1/10/14	MONTHLY SERVICE	AIRPORT	O-GEN MISC	85.89
	1/10/14	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	76.56
	1/10/14	NOVEMBER SOLID WASTE	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	62,687.40
	1/10/14	NOVEMBER SOLID WASTE	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	12,741.30
	1/10/14	NOVEMBER SOLID WASTE	GARBAGE COLLECTION	SOLID WASTE/RECYCLE	341.95
	1/10/14	NOVEMBER SOLID WASTE	GARBAGE COLLECTION	CODE ENFORCEMENT	4,101.90
				TOTAL:	80,871.63

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SCHWALBACH ACE HARDWARE-5930	1/10/14	ICE SCRAPER, FLASHLIGHT	GENERAL FUND	ECONOMIC DEVELOPMENT	37.37
	1/10/14	DOOR STOP, PAPER TOWEL HOL	GENERAL FUND	CENTER FOR ACTIVE LIVI	31.49
		TOTAL:			68.86
SCHWALBACH ACE #6067	1/09/14	MILK HOUSE HEATER	MUNICIPAL WASTEWAT	O-PURIFY MISC	37.99
	1/10/14	SNOW SCOOP	ELECTRIC	M-DISTR UNDERGRND LINE	66.23
	1/10/14	SCREWS	ELECTRIC	M-DISTR UNDERGRND LINE	29.58
		TOTAL:			133.80
SERVICEMASTER OF WORTHINGTON	1/10/14	DECEMBER BAC CLEANING	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	546.00
		TOTAL:			546.00
ROBIN STOYKE	1/10/14	MATS	GENERAL FUND	GENERAL GOVT BUILDINGS	56.43
		TOTAL:			56.43
TRI-STATE RENTAL CENTER	1/10/14	STABILA LEVEL	ELECTRIC	M-DISTR UNDERGRND LINE	139.08
	1/10/14	TOOL-AIRPORT HANGER STEEL	AIRPORT	O-GEN MISC	319.56
		TOTAL:			458.64
UNITED PARCEL SERVICE	1/10/14	INTERNET SHIPPING CHARGES	WATER	M-SOURCE WELLS & SPRNG	7.65
	1/10/14	INTERNET SHIPPING CHARGES	ELECTRIC	O-DISTR MISC	7.65
		TOTAL:			15.30
VERIZON WIRELESS	1/10/14	MONTHLY SERVICE	GENERAL FUND	MAYOR AND COUNCIL	43.99
	1/10/14	MONTHLY SERVICE	GENERAL FUND	ADMINISTRATION	60.88
	1/10/14	MONTHLY SERVICE	GENERAL FUND	ENGINEERING ADMIN	66.06
	1/10/14	MONTHLY SERVICE	GENERAL FUND	ECONOMIC DEVELOPMENT	33.03
	1/10/14	MONTHLY SERVICE	GENERAL FUND	PAVED STREETS	71.40
	1/10/14	MONTHLY SERVICE	RECREATION	PARK AREAS	38.37
	1/10/14	MONTHLY SERVICE	RECREATION	OLSON PARK CAMPGROUND	33.03
	1/10/14	MONTHLY SERVICE	MEMORIAL AUDITORIUM	MEMORIAL AUDITORIUM	33.03
		TOTAL:			379.79
WAL MART BUSINESS/GEGRB	1/10/14	OFFICE SUPPLIES	GENERAL FUND	CENTER FOR ACTIVE LIVI	57.11
		TOTAL:			57.11
WINTER EQUIPMENT COMPANY INC	1/10/14	CURB GUARDS-PLOWS	GENERAL FUND	PAVED STREETS	744.53
		TOTAL:			744.53
WIRTZ BEVERAGE MINNESOTA WINE & SPIRIT	1/09/14	LIQUOR	LIQUOR	NON-DEPARTMENTAL	3,241.48
	1/09/14	WINE	LIQUOR	NON-DEPARTMENTAL	576.00
	1/09/14	FREIGHT	LIQUOR	O-SOURCE MISC	34.25
	1/09/14	FREIGHT	LIQUOR	O-SOURCE MISC	14.85
		TOTAL:			3,866.58
WORTHINGTON FOOTWEAR	1/10/14	BOOTS	GENERAL FUND	PAVED STREETS	200.00
	1/09/14	BOOTS	GENERAL FUND	PAVED STREETS	199.00
		TOTAL:			399.00
WOW!	1/09/14	BAC-AUDIO/VISUAL SYSTEM	ECONOMIC DEV AUTHO	TRAINING/TESTING CENTE	66.58
		TOTAL:			66.58
YMCA	1/10/14	DECEMBER CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	1,840.63
	1/10/14	DECEMBER CAL MANAGEMENT	GENERAL FUND	CENTER FOR ACTIVE LIVI	803.67
	1/09/14	SEMI-ANNUAL BLDG INSURANCE	AQUATIC CENTER FAC	AQUATIC CENTER FACILIT	900.00
		TOTAL:			3,544.30

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ZUERCHER TECHNOLOGIES LLC	1/09/14	2014 MAINTENANCE & SUPPORT	GENERAL FUND	POLICE ADMINISTRATION	19,220.28
	1/09/14	2014 MAINTENANCE & SUPPORT	GENERAL FUND	SECURITY CENTER	4,538.12
	1/09/14	2014 MAINTENANCE & SUPPORT	GENERAL FUND	SECURITY CENTER	4,538.12
				TOTAL:	28,296.52

## ===== FUND TOTALS =====

101	GENERAL FUND	74,484.52
229	RECREATION	1,344.27
231	ECONOMIC DEV AUTHORITY	9,497.56
401	IMPROVEMENT CONST	2,470.00
431	AQUATIC CENTER FACILITY	900.00
601	WATER	5,333.42
602	MUNICIPAL WASTEWATER	8,367.38
604	ELECTRIC	7,837.69
606	STORM WATER MANAGEMENT	270.34
609	LIQUOR	12,834.55
612	AIRPORT	1,714.54
614	MEMORIAL AUDITORIUM	297.79
702	DATA PROCESSING	224.37
873	GARBAGE COLLECTION	79,188.65
878	WASTE MANAGEMENT COLL	7,260.00
882	TOURISM PROMOTION	9,257.40

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GRAND TOTAL: 221,282.48  
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