

Mayor George Deiss
Council Member (Vacant)
Council Member Mark Lunde
Council Member Wade Miller
Council Member Dan Sartell



Something is happening here....

**City Council Regular Meeting Agenda
July 9, 2024
5:00 pm**

1. Call to Order

- A. Pledge of Allegiance

2. Roll Call

3. Consider Filling Council Vacancy, Potential Swear In of Appointed Member

4. Consent Calendar

Notice to the Public – All matters listed in the consent calendar are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion to adopt the consent calendar.

- A. Claims Register Summary
- B. Monthly Financial Reports
- C. City Council Meeting Minutes:
 - a. June 4, 2024, Special Meeting
 - b. June 11, 2024, Regular Meeting
 - c. June 24, 2024, Special Meeting
- D. Action 24-50: Salsa Festival Park Use & Street Closure Request

5. Unfinished Business

- A. Action 24-43: City of Wadena Adverse Weather Conditions Policy

6. New Business

- A. Ordinance 248: Mobile Food Units
- B. Action 24-51: Apprentice Line Worker Job Description
- C. Action 24-52: Police Department, Sourcewell
- D. Action 24-53: TH10/71/29 MnDOT Appraisals and Property Interest Offers of Compensation for City Owned Property
- E. Action 24-54: 9th Street Underground Utilities Project
- F. Action 24-55: 2024 Street Overlay
- G. Action 24-56: SCDP Conflict of Interest
- H. Action 24-57: Water Foreman Hiring Recommendation
- I. Action 24-58: Water Operator Job Description
- J. Action 24-59: Forgivable DEED MIF Loan for Business Project to Wadena

7. Meeting Open to the Public

8. Department Reports

- A. Public Works Department
 - 1. Park Board Minutes

- 2. County Road 101, Municipal Trail Maintenance Discussion
- B. Utilities Department
- C. Wadena Development Authority and Planning and Zoning
- D. Police Department
 - 1. May Activity Report
- E. Fire Department
- F. Wadena Liquor Store
- G. Maslowski Wellness and Research Center
- H. Whitetail Run Golf Course
- I. City Administrator
- J. Council Members
- K. Mayor

9. Upcoming Meetings

- A. August 13, 2024, Regular City Council Meeting
- B. TBD, August Work Session, General Fund Budget Review

10. Adjournment

Council Appointments

2024

George Deiss

Mayor
Term of Office (2 Yrs)
Term Ends - 12/31/2024

gdeiss@wadena.org

Wadena Development Authority Board
Library Board
Kitchigami Regional Library Board

Wade Miller

Council Member - Acting Mayor
Term Of Office (4 Yrs)
Term Ends - 12/31/2024

wmiller@wadena.org

Wadena Development Authority Board
Park Advisory Board

Jessie Gibbs

Council Member
Term of Office (4 Yrs)
Term ends - 12/31/2024

jgibbs@wadena.org

CVB Board
Business Subsidy/Tax Abatement/TIF Committee
Continued Community Educaiton

Mark Lunde

Council Member
Term of Office (4 Yrs)
Term Ends - 12/31/2026

mlunde@wadena.org

CVB Board
Memorial Auditorium Committee
Housing & Redevelopment Board

Dan Sartell

Council Member
Term of Office (4 Yrs)
Term Ends - 12/31/26

dsartell@wadena.org

Kitchigami Regional Library Board (Alternate)
Business Subsidy/Tax Abatement/TIF Committee
Fix Up Loan
Memorial Auditorium Committee
Planning Commission



June 2024 Expense Approval Report

By Fund

Payment Dates 6/1/2024 - 6/30/2024

Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
Fund: 101 - GENERAL FUND					
Department: 40000 - NON DEPARTMENTAL					
BEREKE, JEREMY	06/10/2024	CAMPING REFUND	101-40000-34402	CAMPGROUND (CAMPING,M...	192.00
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	101-40000-36210	INTEREST RECEIVED	173.41
Department 40000 - NON DEPARTMENTAL Total:					365.41
Department: 41100 - LEGISLATIVE					
BUREAU OF CRIM.APPREHENS	06/26/2024	ANNUAL CJDN REMOTE ACCE...	101-41100-304	LEGAL FEES	780.00
AMERICAN LEGAL PUBLISHING..	06/26/2024	INTERNET RENEWAL PERIOD 7...	101-41100-303	CITY CODE CODIFICATION	500.00
PEDERSON & PEDERSON P.A.	06/26/2024	ADMINISTRATIVE MATTERS B...	101-41100-304	LEGAL FEES	62.50
PEDERSON & PEDERSON P.A.	06/26/2024	COURT MATTERS WEHMAS	101-41100-304	LEGAL FEES	187.50
PEDERSON & PEDERSON P.A.	06/26/2024	COURT MATERS PLUMMER	101-41100-304	LEGAL FEES	218.75
PEDERSON & PEDERSON P.A.	06/26/2024	COURT MATTERS CANTRELL	101-41100-304	LEGAL FEES	125.00
PEDERSON & PEDERSON P.A.	06/26/2024	COURT MATTERS FRITZ	101-41100-304	LEGAL FEES	218.75
PEDERSON & PEDERSON P.A.	06/26/2024	ADMINISTRATIVE MATTERS S...	101-41100-304	LEGAL FEES	75.00
PEDERSON & PEDERSON P.A.	06/26/2024	COURT MATTERS SWAISGOOD	101-41100-304	LEGAL FEES	262.50
PEDERSON & PEDERSON P.A.	06/26/2024	COURT MATTERS MOUNTJOY	101-41100-304	LEGAL FEES	487.50
PEDERSON & PEDERSON P.A.	06/26/2024	COURT MATTERS RIVERA	101-41100-304	LEGAL FEES	156.25
PEDERSON & PEDERSON P.A.	06/26/2024	ADMINISTRATIVE MATTERS R...	101-41100-304	LEGAL FEES	300.00
PEDERSON & PEDERSON P.A.	06/26/2024	ADMINISTRATIVE MATTER BA...	101-41100-304	LEGAL FEES	37.50
WADENA AREA CHAMBER OF ...	06/26/2024	AMERICINN / EASTWOOD	101-41100-340	C.V.B. PAYMENTS & EXPENSES	2,537.45
Department 41100 - LEGISLATIVE Total:					5,948.70
Department: 41920 - CITY HALL MAINTENANCE					
HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	101-41920-211	CLEANING SUPPLIES	64.00
SAND CREEK EAP, LLC	06/26/2024	EMPLOYEE ASSISTANCE ANN...	101-41920-200	OFFICE SUPPLIES/COPIER LEA...	1,925.00
Department 41920 - CITY HALL MAINTENANCE Total:					1,989.00
Department: 42100 - POLICE DEPARTMENT					
JOHN'S CAR CARE CENTER	06/13/2024	CAR WASH	101-42100-400	VEHICLE REPAIR & MAINTEN...	10.00
JOHN'S CAR CARE CENTER	06/13/2024	CAR WASH	101-42100-400	VEHICLE REPAIR & MAINTEN...	50.00
GALLS INC	06/13/2024	SERGEANT CHEVRON - PEARS...	101-42100-417	CLOTHING ALLOWANCE	20.21
HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	101-42100-417	CLOTHING ALLOWANCE	20.90
SHANNON LEE RIGGLE	06/13/2024	TRANSCRIPT	101-42100-350	PRINTING, PUBLISHING & ADV.	11.25
HEARTLAND TIRE INC	06/13/2024	TIRES INSTALLATION	101-42100-400	VEHICLE REPAIR & MAINTEN...	655.42
JOHN'S CAR CARE CENTER	06/13/2024	CAR WASH	101-42100-400	VEHICLE REPAIR & MAINTEN...	19.99
JOHN'S CAR CARE CENTER	06/13/2024	CAR WASH	101-42100-400	VEHICLE REPAIR & MAINTEN...	10.00
MERICKEL LUMBER & HDWR	06/13/2024	LIGHT BULBS	101-42100-211	GENERAL SUPPLIES	15.96
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-42100-380	UTILITIES	240.41
HEARTLAND TIRE INC	06/20/2024	TIRE INSTALL 23 FORD INTERC...	101-42100-400	VEHICLE REPAIR & MAINTEN...	352.00
PERA	06/20/2024	RETRO PERA GARRETT ERICKS...	101-42100-121	P.E.R.A.	962.76
GALLS INC	06/26/2024	SHIRT	101-42100-417	CLOTHING ALLOWANCE	121.70
BRANDON PEARSON	06/26/2024	ALTERATIONS	101-42100-417	CLOTHING ALLOWANCE	44.70
Department 42100 - POLICE DEPARTMENT Total:					2,535.30
Department: 42200 - FIRE DEPARTMENT					
BEARINGS & MORE	06/13/2024	PARTS & LATE FEES	101-42200-210	FIREFIGHTING SUPPLIES & EQ...	13.05
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-42200-380	UTILITIES	314.30
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-42200-380	UTILITIES	240.41
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-42200-380	UTILITIES	47.95
FLEET SUPPLY	06/26/2024	AIR PROP TORCH	101-42200-210	FIREFIGHTING SUPPLIES & EQ...	90.82
MARS SUPPLY	06/26/2024	GLOVES	101-42200-210	FIREFIGHTING SUPPLIES & EQ...	136.18
Department 42200 - FIRE DEPARTMENT Total:					842.71
Department: 43100 - GENERAL ROADWAY MAINTENAN					
EMILY USELMAN	06/07/2024	SMOKE ALARM TRAINING - US...	101-43100-331	TRAVEL/MEETING/SCHOOL E...	70.46
KAL'S INC	06/26/2024	WEATHER TECH NO DRILL MU...	101-43100-400	EQUIPMENT REPAIR & MAINT...	170.04

June 2024 Expense Approval Report

Payment Dates: 6/1/2024 - 6/30/2024

Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
COLUMN SOFTWARE PBC	06/26/2024	BIDS/PROPOSALS	101-43100-350	PRINTING, PUBLISHING & ADV.	55.80
Department 43100 - GENERAL ROADWAY MAINTENAN Total:					296.30
Department: 43115 - STREET SHOP MAINTENANCE					
NAPA CENTRAL MN	06/13/2024	AIR FILTER OIL FILTER CLEANER	101-43115-220	REPAIR & MAINTENANCE SUP...	15.22
HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	101-43115-210	GENERAL SUPPLIES	219.30
FLEET SUPPLY	06/13/2024	RATCHET STRAP	101-43115-210	GENERAL SUPPLIES	20.99
FLEET SUPPLY	06/13/2024	HYDROLIC NIPL	101-43115-220	REPAIR & MAINTENANCE SUP...	13.99
FLEET SUPPLY	06/13/2024	METRIC BOLTS	101-43115-210	GENERAL SUPPLIES	10.32
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-43115-380	UTILITIES	908.06
DACOTAH PAPER CO	06/26/2024	TOWEL ROLL	101-43115-220	REPAIR & MAINTENANCE SUP...	85.82
Department 43115 - STREET SHOP MAINTENANCE Total:					1,273.70
Department: 43122 - UNPAVED STREETS/ALLEYS					
WADENA ASPHALT INC	06/13/2024	CLASS 5 ROAD MATERIAL	101-43122-220	REPAIR & MAINTENANCE SUP...	100.00
Department 43122 - UNPAVED STREETS/ALLEYS Total:					100.00
Department: 43126 - STREET EQUIPMENT MNT					
FLEET SUPPLY	06/13/2024	EXTENSION WIRE	101-43126-220	MAINTENANCE SUPPLIES	10.99
MID CENTRAL EQUIPMENT IN...	06/13/2024	WIPER ARM ASS'M & CHAIN	101-43126-400	EQUIPMENT REPAIR & MAINT...	412.18
MID CENTRAL EQUIPMENT IN...	06/13/2024	BROOM RELIEF VALVE	101-43126-400	EQUIPMENT REPAIR & MAINT...	21.60
FLEET SUPPLY	06/13/2024	SPRING HOOK	101-43126-220	MAINTENANCE SUPPLIES	3.29
EVCO	06/13/2024	PENNZOIL	101-43126-212	MOTOR FUELS & LUBRICANTS	216.90
ALDRICH TRACTOR INC	06/26/2024	GEH - FRONT DOOR GLASS/KIT	101-43126-400	EQUIPMENT REPAIR & MAINT...	572.10
ALDRICH TRACTOR INC	06/26/2024	BOB - HOSE ASSY	101-43126-400	EQUIPMENT REPAIR & MAINT...	173.10
ALDRICH TRACTOR INC	06/26/2024	BOB - LINK, FRAME BOOM	101-43126-400	EQUIPMENT REPAIR & MAINT...	390.88
Department 43126 - STREET EQUIPMENT MNT Total:					1,801.04
Department: 43220 - STREET CLEANING					
NAPA CENTRAL MN	06/13/2024	COUPLING & BRK LINE	101-43220-400	EQUIPMENT REPAIR & MAINT...	11.32
NAPA CENTRAL MN	06/13/2024	COUPLING & BRAKELINE	101-43220-400	EQUIPMENT REPAIR & MAINT...	10.63
TITAN MACHINERY	06/13/2024	GROMMET	101-43220-400	EQUIPMENT REPAIR & MAINT...	31.50
TITAN MACHINERY	06/13/2024	RADIATOR	101-43220-400	EQUIPMENT REPAIR & MAINT...	-124.44
TITAN MACHINERY	06/13/2024	FAN WHEEL TAPER	101-43220-400	EQUIPMENT REPAIR & MAINT...	3,163.34
MIDWEST MACHINERY CO	06/13/2024	FILTER	101-43220-400	EQUIPMENT REPAIR & MAINT...	91.76
Department 43220 - STREET CLEANING Total:					3,184.11
Department: 43260 - WEED CONTROL					
PROFESSIONAL AGRONOMY S...	06/13/2024	MEC AMINE D	101-43260-216	CHEMICALS & CHEMICAL PRO...	183.61
PROFESSIONAL AGRONOMY S...	06/13/2024	GREEN PRO & MAD DOG	101-43260-216	CHEMICALS & CHEMICAL PRO...	265.16
Department 43260 - WEED CONTROL Total:					448.77
Department: 45122 - SKATING RINKS					
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45122-380	UTILITIES	53.54
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45122-380	UTILITIES	323.45
Department 45122 - SKATING RINKS Total:					376.99
Department: 45124 - PLAYGROUNDS					
FLEET SUPPLY	06/13/2024	CABLE TIES	101-45124-404	TENNIS COURT EXPENSES	33.77
FLEET SUPPLY	06/13/2024	ATV SPRAYER	101-45124-400	EQUIPMENT MAINTENANCE	319.99
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45124-380	UTILITIES	66.04
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45124-380	UTILITIES	38.62
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45124-380	UTILITIES	351.00
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45124-380	UTILITIES	14.00
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45124-380	UTILITIES	14.00
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45124-380	UTILITIES	89.70
Department 45124 - PLAYGROUNDS Total:					927.12
Department: 45130 - WADING POOL					
FLEET SUPPLY	06/13/2024	ANGLE IRON	101-45130-400	POOL MAINTENANCE	16.99
EXPRESS CENTRAL	06/13/2024	THERO MIXING VALVE	101-45130-400	POOL MAINTENANCE	225.88
EXPRESS CENTRAL	06/13/2024	SOLENOID VALVE	101-45130-400	POOL MAINTENANCE	104.93
EXPRESS CENTRAL	06/13/2024	WATER COOLER	101-45130-400	POOL MAINTENANCE	900.00
EXPRESS CENTRAL	06/13/2024	OUTDOOR CONTROL PANEL	101-45130-400	POOL MAINTENANCE	127.81
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45130-380	UTILITIES	374.22
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45130-380	UTILITIES	120.62

June 2024 Expense Approval Report

Payment Dates: 6/1/2024 - 6/30/2024

Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
HAWKINS INC	06/26/2024	SUPPLIES	101-45130-400	POOL MAINTENANCE	457.40
				Department 45130 - WADING POOL Total:	2,327.85
Department: 45150 - CAMPGROUND					
CAROL DANIELSON	06/13/2024	CAMPGROUND HOST	101-45150-107	CONTRACTED WAGES	763.42
MARY ANN SUHL	06/13/2024	CAMPGROUND HOST	101-45150-107	CONTRACTED WAGES	229.81
MARY ANN SUHL	06/13/2024	CAMPGROUND HOST	101-45150-107	CONTRACTED WAGES	405.08
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45150-380	UTILITIES	31.12
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45150-380	UTILITIES	439.51
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45150-380	UTILITIES	280.49
DACOTAH PAPER CO	06/26/2024	URINAL SUPPLIES	101-45150-220	REPAIR & MAINTENANCE SUP...	50.90
DACOTAH PAPER CO	06/26/2024	SUPPLIES	101-45150-220	REPAIR & MAINTENANCE SUP...	203.54
				Department 45150 - CAMPGROUND Total:	2,403.87
Department: 45200 - PARKS					
NAPA CENTRAL MN	06/13/2024	OIL & FILTER	101-45200-220	REPAIR & MAINTENANCE SUP...	26.21
NAPA CENTRAL MN	06/13/2024	HELICOIL	101-45200-220	REPAIR & MAINTENANCE SUP...	26.74
NAPA CENTRAL MN	06/13/2024	BRKAWAYREPL CABLPIN	101-45200-220	REPAIR & MAINTENANCE SUP...	7.86
LEFTY'S REPAIR INC	06/13/2024	GATOR LINE	101-45200-220	REPAIR & MAINTENANCE SUP...	15.57
PETE'S NURSERY & LANDSCAP...	06/13/2024	ROLLS STRAW MATT	101-45200-220	REPAIR & MAINTENANCE SUP...	240.00
MIDWEST MACHINERY CO	06/13/2024	VOLTAGE REGULATOR	101-45200-400	EQUIPMENT REPAIR & MAINT...	85.02
HINMAN ELECTRIC	06/13/2024	SUPPLIES	101-45200-220	REPAIR & MAINTENANCE SUP...	2,372.07
WADENA ASPHALT INC	06/13/2024	BLACK DIRT	101-45200-220	REPAIR & MAINTENANCE SUP...	23.00
MTI DISTRIBUTING	06/13/2024	HARNESS WIRE CONTROLLER ...	101-45200-400	EQUIPMENT REPAIR & MAINT...	2,284.00
MTI DISTRIBUTING	06/13/2024	RELAY & LABOR	101-45200-400	EQUIPMENT REPAIR & MAINT...	426.28
MTI DISTRIBUTING	06/13/2024	BLADES	101-45200-400	EQUIPMENT REPAIR & MAINT...	641.13
GOEDEN FISHERIES	06/13/2024	ADULT BLUEGILL	101-45200-430	FISH PURCHASES	1,500.00
FLEET SUPPLY	06/13/2024	GALV CPLNG, CAP & NIPPLE	101-45200-220	REPAIR & MAINTENANCE SUP...	7.37
PROFESSIONAL AGRONOMY S...	06/13/2024	LAWN MIX	101-45200-220	REPAIR & MAINTENANCE SUP...	725.00
PROFESSIONAL AGRONOMY S...	06/13/2024	TETRABANA ITALIAN RYEGRASS	101-45200-220	REPAIR & MAINTENANCE SUP...	89.50
LEFTY'S REPAIR INC	06/13/2024	WIRE & OIL	101-45200-220	REPAIR & MAINTENANCE SUP...	23.96
MERICKEL LUMBER & HDWR	06/13/2024	TREATED LUMBER	101-45200-220	REPAIR & MAINTENANCE SUP...	15.60
MERICKEL LUMBER & HDWR	06/13/2024	TREATED LUMBER	101-45200-220	REPAIR & MAINTENANCE SUP...	124.82
GREIMAN'S	06/13/2024	DISK GOLF SCORE CARDS	101-45200-200	OFFICE SUPPLIES	35.95
LEAF RIVER AG SERVICE	06/13/2024	DEER FEED	101-45200-217	OPERATING SUPPLIES-ANIMAL...	240.00
LEAF RIVER AG SERVICE	06/13/2024	FUEL	101-45200-212	MOTOR FUELS & LUBRICANTS	1,692.60
LEAF RIVER AG SERVICE	06/13/2024	FUEL	101-45200-212	MOTOR FUELS & LUBRICANTS	1,442.25
BEARINGS & MORE	06/13/2024	FREIGHT	101-45200-220	REPAIR & MAINTENANCE SUP...	14.00
BEARINGS & MORE	06/13/2024	SET COLLAR	101-45200-220	REPAIR & MAINTENANCE SUP...	9.75
BEARINGS & MORE	06/13/2024	PISTON SEAL, VEE PACKING SE...	101-45200-220	REPAIR & MAINTENANCE SUP...	39.70
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	243.91
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	14.53
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	23.89
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	29.14
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	108.86
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	30.18
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	94.01
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	88.85
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	34.03
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45200-380	UTILITIES	147.60
DACOTAH PAPER CO	06/26/2024	WIPER ECONO ROLL	101-45200-220	REPAIR & MAINTENANCE SUP...	170.94
DACOTAH PAPER CO	06/26/2024	SUPPLIES	101-45200-220	REPAIR & MAINTENANCE SUP...	1,015.96
DACOTAH PAPER CO	06/26/2024	SUPPLIES	101-45200-220	REPAIR & MAINTENANCE SUP...	127.60
				Department 45200 - PARKS Total:	14,237.88
Department: 45250 - PARK ADVISORY BOARD MONIE					
PETE'S NURSERY & LANDSCAP...	06/13/2024	2 FIRE FALL MAPLE	101-45250-225	TREES & LANDSCAPING	180.00
PETE'S NURSERY & LANDSCAP...	06/13/2024	LABOR - FLOWERBED & MUL...	101-45250-226	FLOWERS	800.00
				Department 45250 - PARK ADVISORY BOARD MONIE Total:	980.00
Department: 45500 - LIBRARY					
WEBER'S WADENA HARDWARE	06/13/2024	LEG TIPS	101-45500-200	OFFICE SUPPLIES	3.69
MN DEPT OF LABOR & INDUST	06/13/2024	ANNUAL ELEVATOR OPATIONS	101-45500-220	BUILDING REPAIR & MAINTEN...	100.00

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Payment Dates: 6/1/2024 - 6/30/2024

Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
CITY OF WADENA	06/15/2024	UTILITY CHARGES	101-45500-380	UTILITIES	755.24
				Department 45500 - LIBRARY Total:	858.93
Department: 47000 - BOND PAYMENTS					
NORTHLAND TRUST SERVICES ...	06/26/2024	GENERAL OBLIGATION IMPRO...	101-47000-610	BOND INTEREST	20,595.00
				Department 47000 - BOND PAYMENTS Total:	20,595.00
Department: 49300 - AIRPORT					
MIDWEST MACHINERY CO	06/13/2024	GAS OPERATE	101-49300-400	EQUIPMENT REPAIR & MAINT...	55.65
FLEET SUPPLY	06/13/2024	METRIC BOLTS	101-49300-400	EQUIPMENT REPAIR & MAINT...	10.14
QT PETROLEUM ON DEMAN	06/13/2024	CARD READER, CLEANING, & ...	101-49300-400	EQUIPMENT REPAIR & MAINT...	372.97
				Department 49300 - AIRPORT Total:	438.76
Department: 49350 - UNALLOCATED					
DUININCK CONCRETE	06/13/2024	CONCRETE & FUEL	101-49350-457	DONATION CLEARING ACCOU...	1,650.89
NORTHWEST BUILDING CENT...	06/13/2024	CONCRETE MIX	101-49350-457	DONATION CLEARING ACCOU...	1,751.68
				Department 49350 - UNALLOCATED Total:	3,402.57
Department: 49370 - DEVELOPMENT AUTHORITY					
BUSINESS VIEW MAGAZINE	06/13/2024	ADVERTISING	101-49370-342	ADVERTISING EXPENSE	1,450.00
LARRY'S FAMILY PIZZA	06/26/2024	PIZZA	101-49370-331	SCHOOLS, MEETING & TRAVEL...	69.75
LARRY'S FAMILY PIZZA	06/26/2024	PIZZA	101-49370-331	SCHOOLS, MEETING & TRAVEL...	69.75
DEAN USELMAN	06/26/2024	MILEAGE	101-49370-331	SCHOOLS, MEETING & TRAVEL...	191.88
				Department 49370 - DEVELOPMENT AUTHORITY Total:	1,781.38
				Fund 101 - GENERAL FUND Total:	67,115.39
Fund: 207 - WDA REVOLVING LOAN FUND					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	207-40000-36210	INTEREST EARNINGS	30.62
				Department 40000 - NON DEPARTMENTAL Total:	30.62
				Fund 207 - WDA REVOLVING LOAN FUND Total:	30.62
Fund: 208 - WDA LOAN FUND					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	208-40000-36210	INTEREST INCOME	1.16
				Department 40000 - NON DEPARTMENTAL Total:	1.16
				Fund 208 - WDA LOAN FUND Total:	1.16
Fund: 209 - UNRESTRICTED MIF RLF					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	209-40000-36210	INTEREST EARNINGS	4.65
				Department 40000 - NON DEPARTMENTAL Total:	4.65
				Fund 209 - UNRESTRICTED MIF RLF Total:	4.65
Fund: 210 - MIF REVOLVING LOAN FUND					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	210-40000-36210	INTEREST EARNINGS	1.16
				Department 40000 - NON DEPARTMENTAL Total:	1.16
				Fund 210 - MIF REVOLVING LOAN FUND Total:	1.16
Fund: 211 - MIF RLF #2					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	211-40000-36210	INTEREST EARNINGS	31.82
				Department 40000 - NON DEPARTMENTAL Total:	31.82
				Fund 211 - MIF RLF #2 Total:	31.82
Fund: 212 - SCDG COMMERCIAL FUND					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	212-40000-36210	INTEREST EARNINGS	2.71
				Department 40000 - NON DEPARTMENTAL Total:	2.71
				Fund 212 - SCDG COMMERCIAL FUND Total:	2.71

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Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
Fund: 214 - SCDG HOUSING FUND					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	214-40000-36210	INTEREST EARNINGS	1.24
Department 40000 - NON DEPARTMENTAL Total:					1.24
Fund 214 - SCDG HOUSING FUND Total:					1.24
Fund: 216 - INNOVATIVE MIF RLF					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	216-40000-36210	INTEREST EARNINGS	1.55
Department 40000 - NON DEPARTMENTAL Total:					1.55
Fund 216 - INNOVATIVE MIF RLF Total:					1.55
Fund: 217 - KERN MIF LOAN					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	217-40000-36210	INTEREST EARNINGS	1.55
Department 40000 - NON DEPARTMENTAL Total:					1.55
Fund 217 - KERN MIF LOAN Total:					1.55
Fund: 315 - G.O. REFUNDING BONDS 2012					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	315-40000-36210	INTEREST EARNINGS	3.48
Department 40000 - NON DEPARTMENTAL Total:					3.48
Fund 315 - G.O. REFUNDING BONDS 2012 Total:					3.48
Fund: 316 - PFA NOTES OF 2015					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	316-40000-36210	INTEREST EARNINGS	78.99
Department 40000 - NON DEPARTMENTAL Total:					78.99
Fund 316 - PFA NOTES OF 2015 Total:					78.99
Fund: 371 - MN EYECARE TIF 1-12					
Department: 49950 - TIF EXPENSES					
MN EYECARE HOLDINGS LLC	06/26/2024	1ST HALF TIF 2024	371-49950-141	TIF REIMBURSEMENTS	2,684.89
Department 49950 - TIF EXPENSES Total:					2,684.89
Fund 371 - MN EYECARE TIF 1-12 Total:					2,684.89
Fund: 372 - MERICKEL EC DIST TIF 1-13					
Department: 49950 - TIF EXPENSES					
JAMES R & JANE MERICKEL	06/26/2024	1ST HALF TIF 2024	372-49950-141	TIF REIMBURSEMENTS	2,777.38
Department 49950 - TIF EXPENSES Total:					2,777.38
Fund 372 - MERICKEL EC DIST TIF 1-13 Total:					2,777.38
Fund: 373 - MASON BROS TIF 1-14					
Department: 49950 - TIF EXPENSES					
MASON BROTHERS COMPANY	06/26/2024	1ST HALF TIF 2024	373-49950-141	TIF REIMBURSEMENTS	10,041.36
Department 49950 - TIF EXPENSES Total:					10,041.36
Fund 373 - MASON BROS TIF 1-14 Total:					10,041.36
Fund: 374 - WADENA DEV GRP TIF 1-15					
Department: 49950 - TIF EXPENSES					
WADENA DEVELOPMENT GR...	06/26/2024	1ST HALF TIF 2024	374-49950-141	TIF REIMBURSEMENTS	4,549.56
Department 49950 - TIF EXPENSES Total:					4,549.56
Fund 374 - WADENA DEV GRP TIF 1-15 Total:					4,549.56
Fund: 389 - ROACH - TIF 1-10					
Department: 49950 - TIF EXPENSES					
GREEN GABLE TOWNHOMES	06/26/2024	1ST HALF TIF 2024	389-49950-141	TIF REIMBURSEMENTS	18,702.76
Department 49950 - TIF EXPENSES Total:					18,702.76
Fund 389 - ROACH - TIF 1-10 Total:					18,702.76
Fund: 401 - CAPITAL PROJECTS FUND					
Department: 49630 - PROJECTS					
CITY OF WADENA	06/15/2024	UTILITY CHARGES	401-49630-425	LIBRARY REMODEL PROJECT	53.07

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BOLTON & MENK INC	06/26/2024	HWY 10 - TOPOGRAPHIC SUR...	401-49630-421	HIGHWAY 10 RECONSTRUCTI...	27,130.00
Department 49630 - PROJECTS Total:					27,183.07
Fund 401 - CAPITAL PROJECTS FUND Total:					27,183.07

Fund: 403 - DTED SMALL CITIES GRANT

Department: 46300 - GENERAL ADMIN EXPENSE					
CENTRAL MINNESOTA HOUSI...	06/13/2024	SCDP 2020 GRANT AWARD	403-46300-225	GENERAL ADMIN EXPENSES	1,439.48
Department 46300 - GENERAL ADMIN EXPENSE Total:					1,439.48

Department: 46400 - RENTAL PROJECTS

YOUR HOME IMPROVEMENT ...	06/11/2024	SCDP - 620 JEFFERSON FOLKE...	403-46400-300	RENTAL CONSTRUCTION EXP...	7,425.00
FARGO ROOFING & SIDING	06/13/2024	ASPHALT ROOFING SECTION	403-46400-300	RENTAL CONSTRUCTION EXP...	10,282.00
Department 46400 - RENTAL PROJECTS Total:					17,707.00
Fund 403 - DTED SMALL CITIES GRANT Total:					19,146.48

Fund: 404 - SEWER/WATER CIP

Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	404-40000-36210	INTEREST EARNINGS	178.51
Department 40000 - NON DEPARTMENTAL Total:					178.51

Department: 47000 - BOND PAYMENTS

NORTHLAND TRUST SERVICES ...	06/26/2024	GENERAL OBLIGATION IMPRO...	404-47000-610	BOND INTEREST	89,095.00
Department 47000 - BOND PAYMENTS Total:					89,095.00
Fund 404 - SEWER/WATER CIP Total:					89,273.51

Fund: 601 - SEWER FUND

Department: 49450 - SANITARY SEWER MAINTENANC					
NAPA CENTRAL MN	06/13/2024	BREAK PADS	601-49450-400	EQUIPMENT REPAIR & MAINT...	101.98
NAPA CENTRAL MN	06/13/2024	RAINX WEATHER BEAT/BL	601-49450-220	REPAIR & MAINTENANCE SUP...	9.34
GOPHER STATE ONE-CALL INC	06/13/2024	TICKETS	601-49450-310	ONE-CALL SERVICE	53.32
MERICKEL LUMBER & HDWR	06/13/2024	MAKITA DIAMOND BLADE	601-49450-220	REPAIR & MAINTENANCE SUP...	219.99
ALDRICH TRACTOR INC	06/26/2024	COMPUTER HOOK UP CHARGE...	601-49450-400	EQUIPMENT REPAIR & MAINT...	759.81
MOE, PAUL	06/26/2024	MILEAGE	601-49450-331	SCHOOLS, MEETING & TRAVEL...	637.21
Department 49450 - SANITARY SEWER MAINTENANC Total:					1,781.65

Department: 49460 - SWR EQUIPMENT MAINTENANCE

FLEET SUPPLY	06/13/2024	HITCHPIN & SPACER	601-49460-220	REPAIR & MAINTENANCE SUP...	9.88
FLEET SUPPLY	06/13/2024	COTTER PINS	601-49460-400	EQUIPMENT REPAIR & MAINT...	1.35
FLEET SUPPLY	06/13/2024	STAINLESS STEEL BOLTS	601-49460-220	REPAIR & MAINTENANCE SUP...	6.24
KAL'S INC	06/26/2024	DIAMOND CUTOFF BLADE	601-49460-220	REPAIR & MAINTENANCE SUP...	53.68
Department 49460 - SWR EQUIPMENT MAINTENANCE Total:					71.15

Department: 49470 - SWR LIFT STATIONS

NAPA CENTRAL MN	06/13/2024	FUEL FILTER	601-49470-212	MOTOR FUELS & LUBRICANTS	34.57
NAPA CENTRAL MN	06/13/2024	NEW PIG ABS MAT	601-49470-240	TOOLS & OTHER EQUIPMENT	28.18
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	38.09
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	27.33
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	27.50
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	67.66
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	19.30
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	39.15
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	64.59
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49470-380	UTILITIES	22.47
Department 49470 - SWR LIFT STATIONS Total:					368.84

Department: 49480 - WASTEWATER TREATMENT PLNT

HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	601-49480-210	GENERAL SUPPLIES	104.00
HINMAN ELECTRIC	06/13/2024	INSTALL FILTER PUMP TIME C...	601-49480-220	REPAIR & MAINTENANCE SUP...	174.00
FLEET SUPPLY	06/13/2024	SIPHON PUMP BATTERY	601-49480-220	REPAIR & MAINTENANCE SUP...	14.99
GREIMAN'S	06/13/2024	OFFICE SUPPLIES	601-49480-200	OFFICE SUPPLIES	39.83
GREIMAN'S	06/13/2024	SHIRTS & JACKETS	601-49480-417	UNIFORMS	329.00
GREIMAN'S	06/13/2024	FLEECE PULLOVER	601-49480-417	UNIFORMS	89.98
CULLIGAN WATER CONDITION	06/13/2024	WATER TESTING SUPPLIES	601-49480-218	LAB & TESTING EXPENSE	49.00
RMB ENVIRONMENTAL LABO...	06/13/2024	CHEMICALS	601-49480-218	LAB & TESTING EXPENSE	2,137.03
INTERSTATE POWER SYSTEMS ...	06/13/2024	ANNUAL SERVICE & INSPECTI...	601-49480-400	EQUIPMENT REPAIR & MAINT...	1,746.59

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Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49480-380	UTILITIES	13.00
CITY OF WADENA	06/15/2024	UTILITY CHARGES	601-49480-380	UTILITIES	5,399.79
BOLTON & MENK INC	06/26/2024	SURVEY & FINAL DESIGN HWY...	601-49480-520	BUILDINGS & STRUCTURES	2,139.75
STAPLES ADVANTAGE	06/26/2024	SUPPLIES	601-49480-200	OFFICE SUPPLIES	44.02
STAPLES ADVANTAGE	06/26/2024	BROWN CHAIR	601-49480-200	OFFICE SUPPLIES	109.99
HAWKINS INC	06/26/2024	CHEMICALS	601-49480-216	CHEMICALS & CHEMICAL PRO...	5,035.68
Department 49480 - WASTEWATER TREATMENT PLNT Total:					17,426.65
Fund 601 - SEWER FUND Total:					19,648.29

Fund: 602 - GOLF FUND

Department: 40000 - NON DEPARTMENTAL

BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	602-40000-36210	INTEREST EARNINGS	2.45
Department 40000 - NON DEPARTMENTAL Total:					2.45

Department: 49830 - MERCHANDISE PURCHASES

SUPER ONE FOODS	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	27.91
SUPER ONE FOODS	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	13.16
SUPER ONE FOODS	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	14.95
SUPER ONE FOODS	06/13/2024	MIX	602-49830-253	LIQUOR PURCHASES	43.76
SUPER ONE FOODS	06/13/2024	MIX	602-49830-253	LIQUOR PURCHASES	19.41
PIZZA RANCH FUNZONE ARCA...	06/13/2024	PIZZ	602-49830-254	FOOD PURCHASES	294.06
PIZZA RANCH FUNZONE ARCA...	06/13/2024	PIZZA	602-49830-254	FOOD PURCHASES	418.55
DAHLHEIMER BEVERAGE	06/13/2024	BEER	602-49830-255	BEER PURCHASES	851.55
DAHLHEIMER BEVERAGE	06/13/2024	BEER	602-49830-255	BEER PURCHASES	193.60
BEVERAGE WHOLESALERS INC	06/13/2024	BEER	602-49830-255	BEER PURCHASES	65.00
KEN-RICH ENT INC	06/13/2024	DIPPIN DOTS	602-49830-254	FOOD PURCHASES	378.24
MASON BROTHERS COMPANY	06/13/2024	PREVIOUSLY MISSED \$.17	602-49830-254	FOOD PURCHASES	0.17
PEPSI BEVERAGE COMPANY	06/13/2024	POP	602-49830-254	FOOD PURCHASES	994.98
PEPSI BEVERAGE COMPANY	06/13/2024	POP	602-49830-254	FOOD PURCHASES	842.39
MASON BROTHERS COMPANY	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	75.00
MASON BROTHERS COMPANY	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	107.82
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	602-49830-255	BEER PURCHASES	66.80
MASON BROTHERS COMPANY	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	154.99
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	602-49830-255	BEER PURCHASES	534.25
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	602-49830-255	BEER PURCHASES	307.56
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	602-49830-255	BEER PURCHASES	414.40
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	602-49830-255	BEER PURCHASES	99.00
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	602-49830-255	BEER PURCHASES	630.47
MASON BROTHERS COMPANY	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	155.77
MASON BROTHERS COMPANY	06/13/2024	FOOD	602-49830-254	FOOD PURCHASES	63.23
CALLAWAY GOLF	06/13/2024	GOLF BALLS	602-49830-251	PRO MERCHANDISE PURCHAS...	117.48
DAHLHEIMER BEVERAGE	06/26/2024	BEER	602-49830-255	BEER PURCHASES	500.15
DAHLHEIMER BEVERAGE	06/26/2024	BEER	602-49830-255	BEER PURCHASES	289.84
DAHLHEIMER BEVERAGE	06/26/2024	COOLER	602-49830-255	BEER PURCHASES	154.62
BEVERAGE WHOLESALERS INC	06/26/2024	BEER	602-49830-255	BEER PURCHASES	298.10
BEVERAGE WHOLESALERS INC	06/26/2024	BEER	602-49830-255	BEER PURCHASES	302.30
PEPSI BEVERAGE COMPANY	06/26/2024	POP	602-49830-254	FOOD PURCHASES	701.50
HARRY'S PIZZA	06/26/2024	PIZZA	602-49830-254	FOOD PURCHASES	169.50
D-S BEVERAGES - MINNESOTA	06/26/2024	BEER	602-49830-255	BEER PURCHASES	140.30
Department 49830 - MERCHANDISE PURCHASES Total:					9,440.81

Department: 49831 - COURSE MAINTENANCE EXP

TORCO POWER EQUIPMENT ...	06/26/2024	STIHL MIX & FUEL FILTER	602-49831-212	MOTOR FUELS & LUBRICANTS	26.99
VERSATILE VEHICLES INC	06/26/2024	FILTER	602-49831-212	MOTOR FUELS & LUBRICANTS	49.10
FLEET SUPPLY	06/26/2024	JEANS, SHIRTS, BOOTS	602-49831-417	CLOTHING ALLOWANCE	344.94
MTI DISTRIBUTING	06/26/2024	DRIVES IRRIGATION	602-49831-225	COURSE MAINTENANCE SUPPL..	808.35
MTI DISTRIBUTING	06/26/2024	TINE-NEEDLE 8MM	602-49831-400	EQUIPMENT REPAIR & MAINT...	187.47
LEAF RIVER AG SERVICE	06/26/2024	FUEL	602-49831-212	MOTOR FUELS & LUBRICANTS	392.77
LEAF RIVER AG SERVICE	06/26/2024	FUEL	602-49831-212	MOTOR FUELS & LUBRICANTS	1,581.72
SUPERIOR TURF SRVC LLC	06/26/2024	CHEMICALS	602-49831-225	COURSE MAINTENANCE SUPPL..	1,793.30
TORCO POWER EQUIPMENT ...	06/26/2024	DRIVE SHAFT & PLAT GATOR L...	602-49831-400	EQUIPMENT REPAIR & MAINT...	63.03
MERICKEL LUMBER & HDWR	06/26/2024	KEY YALE Y1-ACE	602-49831-225	COURSE MAINTENANCE SUPPL..	17.14

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MERICKEL LUMBER & HDWR	06/26/2024	PRIM BRICK MOLDING	602-49831-225	COURSE MAINTENANCE SUPPL..	59.51
O'REILLY AUTOMOTIVE INC.	06/26/2024	FUEL FILTER	602-49831-400	EQUIPMENT REPAIR & MAINT...	11.43
O'REILLY AUTOMOTIVE INC.	06/26/2024	PWR RTD BELT	602-49831-400	EQUIPMENT REPAIR & MAINT...	25.15
O'REILLY AUTOMOTIVE INC.	06/26/2024	COPPER PLUG & MOTOR TRT	602-49831-400	EQUIPMENT REPAIR & MAINT...	33.61
DAVIS EQUIPMENT CORPORAT..	06/26/2024	HOSE, HYD	602-49831-400	EQUIPMENT REPAIR & MAINT...	110.46
O'REILLY AUTOMOTIVE INC.	06/26/2024	FUEL FILTER REPAYMENT	602-49831-400	EQUIPMENT REPAIR & MAINT...	31.88
Department 49831 - COURSE MAINTENANCE EXP Total:					5,536.85

Department: 49833 - ADMIN & GENERAL

SUPER ONE FOODS	06/13/2024	CLEANING SUPPLIES	602-49833-200	OFFICE SUPPLIES	32.50
HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	602-49833-210	CLUBHOUSE EXPENSES	62.84
HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	602-49833-220	MAINTENANCE SUPPLIES	190.70
GREIMAN'S	06/13/2024	ENVELOPES	602-49833-210	CLUBHOUSE EXPENSES	33.81
GREIMAN'S	06/13/2024	NOTE PADS	602-49833-210	CLUBHOUSE EXPENSES	31.91
ALEXANDRIA GOLF CARS LLC	06/13/2024	GOLF CAR RENTAL	602-49833-415	CLUBHOUSE RENTALS(CARTS)	1,700.00
HBI RADIO WADENA	06/13/2024	POWER HOUR SPECIALS	602-49833-350	ADVERTISING EXPENSE	450.00
TDS MEDIA DIRECT INC	06/26/2024	ADVERTISING	602-49833-350	ADVERTISING EXPENSE	319.00
MERICKEL LUMBER & HDWR	06/26/2024	SPIRIT FLVR BARS	602-49833-210	CLUBHOUSE EXPENSES	127.22
MERICKEL LUMBER & HDWR	06/26/2024	GRILLING PAN	602-49833-210	CLUBHOUSE EXPENSES	9.65
VERNDALDE FOOTBALL CLUB	06/26/2024	ADVERTISING	602-49833-350	ADVERTISING EXPENSE	50.00
Department 49833 - ADMIN & GENERAL Total:					3,007.63

Department: 49834 - CAPITAL OUTLAY

ALEXANDRIA GOLF CARS LLC	06/13/2024	LEASE MAY 1-31, 2024	602-49834-560	CART CAPITAL LEASE	5,450.00
Department 49834 - CAPITAL OUTLAY Total:					5,450.00
Fund 602 - GOLF FUND Total:					23,437.74

Fund: 603 - ELECTRIC FUND

RAMSTORF, RILEY J	06/05/2024	RAMSTORF, RILEY J	603-11111	CUSTOMER ACCOUNTS RECEI...	66.12
MERRILL, NATHAN A	06/05/2024	MERRILL, NATHAN A	603-11111	CUSTOMER ACCOUNTS RECEI...	269.13
NELSON, DALE & MURIEL	06/05/2024	NELSON, DALE & MURIEL	603-11111	CUSTOMER ACCOUNTS RECEI...	61.04
WILSON, EVE	06/05/2024	WILSON, EVE	603-11111	CUSTOMER ACCOUNTS RECEI...	178.65
BREITENFELDT, THANN	06/05/2024	BREITENFELDT, THANN	603-11111	CUSTOMER ACCOUNTS RECEI...	90.95
GOLDEN, BLAKE	06/05/2024	GOLDEN, BLAKE	603-11111	CUSTOMER ACCOUNTS RECEI...	214.38
HOLMER, TUCKER J	06/05/2024	HOLMER, TUCKER J	603-11111	CUSTOMER ACCOUNTS RECEI...	368.51
MCCUNE, STEPHANIE	06/07/2024	MCCUNE, STEPHANIE	603-11111	CUSTOMER ACCOUNTS RECEI...	206.86
NORTHSTARS PROPERTY LLC	06/14/2024	NORTHSTARS PROPERTY LLC	603-11111	CUSTOMER ACCOUNTS RECEI...	107.03
BRISTOW, BRADY	06/14/2024	BRISTOW, BRADY	603-11111	CUSTOMER ACCOUNTS RECEI...	190.21
BROWN, AINSLEY	06/14/2024	BROWN, AINSLEY	603-11111	CUSTOMER ACCOUNTS RECEI...	498.83
JOHNSON, MATTHEW/AMAN...	06/14/2024	JOHNSON, MATTHEW/AMAN...	603-11111	CUSTOMER ACCOUNTS RECEI...	88.74
JONES, TATIYANA	06/14/2024	JONES, TATIYANA	603-11111	CUSTOMER ACCOUNTS RECEI...	26.81
ENGELKE, NICOLE	06/24/2024	ENGELKE, NICOLE	603-11111	CUSTOMER ACCOUNTS RECEI...	463.68
MANNAUSAU, SHAY	06/28/2024	MANNAUSAU, SHAY	603-11111	CUSTOMER ACCOUNTS RECEI...	133.14
BOSMAN, JASON	06/28/2024	BOSMAN, JASON	603-11111	CUSTOMER ACCOUNTS RECEI...	231.49
SIBERT, BRAEDEN E	06/28/2024	SIBERT, BRAEDEN E	603-11111	CUSTOMER ACCOUNTS RECEI...	74.28
BERTRAM, LAURA A	06/28/2024	BERTRAM, LAURA A	603-11111	CUSTOMER ACCOUNTS RECEI...	171.64
FRATZKE, VANESSA	06/28/2024	FRATZKE, VANESSA	603-11111	CUSTOMER ACCOUNTS RECEI...	187.09
					3,628.58

Department: 40000 - NON DEPARTMENTAL

BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	603-40000-36210	INTEREST EARNINGS	521.07
Department 40000 - NON DEPARTMENTAL Total:					521.07

Department: 47500 - BOND INTEREST

NORTHLAND TRUST SERVICES ...	06/26/2024	ELECTRIC REVENUE BONDS 20...	603-47500-610	BOND INTEREST & CHARGES	10,812.50
Department 47500 - BOND INTEREST Total:					10,812.50

Department: 49582 - OPER - STATION EXPENSE

WADENA COUNTY SOLID WAS...	06/13/2024	FIBERGLASS LOAD	603-49582-220	REPAIR & MAINTENANCE SUP...	26.00
WADENA COUNTY SOLID WAS...	06/13/2024	FIBERGLASS LOAD	603-49582-220	REPAIR & MAINTENANCE SUP...	26.00
WEBER'S WADENA HARDWARE	06/13/2024	WASP KILLER	603-49582-220	REPAIR & MAINTENANCE SUP...	6.32
WEBER'S WADENA HARDWARE	06/13/2024	WASP SPRAY	603-49582-220	REPAIR & MAINTENANCE SUP...	12.65
Department 49582 - OPER - STATION EXPENSE Total:					70.97

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Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
Department: 49584 - OPER - UG LINE EXPENSE					
GOPHER STATE ONE-CALL INC	06/13/2024	TICKETS	603-49584-220	REPAIR & MAINTENANCE SUP...	53.33
FASTENAL COMPANY	06/13/2024	RED BLUE STAKE FLAG SETUP ...	603-49584-220	REPAIR & MAINTENANCE SUP...	464.34
Department 49584 - OPER - UG LINE EXPENSE Total:					517.67
Department: 49586 - OPER - METER EXPENSE					
MISSOURI RIVER ENERGY SVC	06/13/2024	AMI METER COUNT FEE	603-49586-220	REPAIR & MAINTENANCE SUP...	655.40
Department 49586 - OPER - METER EXPENSE Total:					655.40
Department: 49592 - MNT - STATION EQUIPMENT					
DGR ENGINEERING	06/26/2024	PROFESSIONAL SERVICES	603-49592-220	REPAIR & MAINTENANCE SUP...	396.00
Department 49592 - MNT - STATION EQUIPMENT Total:					396.00
Department: 49920 - ADMIN & GENERAL					
LOUIE ROGGENKAMP	06/13/2024	WORK BOOTS	603-49920-417	CLOTHING ALLOWANCE	145.98
LOFFLER COMPANIES INC.	06/13/2024	COPIES	603-49920-200	OFFICE SUPPLIES	199.50
GREIMAN'S	06/13/2024	SHIRTS - ROGGENKAMP & LA...	603-49920-417	CLOTHING ALLOWANCE	224.00
HBI RADIO WADENA	06/13/2024	GRAD SALUTES	603-49920-342	ADVERTISING EXPENSE	311.50
RANGE PRINTING INC.	06/26/2024	ENVELOPES	603-49920-200	OFFICE SUPPLIES	1,066.10
KORANDA, JAYNE	06/26/2024	4 TOPS	603-49920-417	CLOTHING ALLOWANCE	277.00
BARRACUDA NETWORKS, INC.	06/26/2024	BACKUP SERVER SUBSCRIPTI...	603-49920-200	OFFICE SUPPLIES	3,648.00
SAND CREEK EAP, LLC	06/26/2024	EMPLOYEE ASSISTANCE ANN...	603-49920-200	OFFICE SUPPLIES	1,925.00
Department 49920 - ADMIN & GENERAL Total:					7,797.08
Department: 49925 - SCHOOLS, MTGS & TRAVEL					
MISSOURI RIVER ENERGY SVC	06/13/2024	MEETING - J KORANDA	603-49925-331	SCHOOLS, MEETING & TRAVEL...	75.00
Department 49925 - SCHOOLS, MTGS & TRAVEL Total:					75.00
Department: 49928 - SAFETY TRAINING					
FLEET SUPPLY	06/13/2024	MENS GLOVES	603-49928-418	SAFETY TRAINING EXPENSES	11.99
Department 49928 - SAFETY TRAINING Total:					11.99
Department: 49932 - MNT OF GENERAL PLANT					
WEBER'S WADENA HARDWARE	06/13/2024	SOCKET ADAPTOR	603-49932-240	SMALL TOOLS & EQUIPMENT	4.99
WEBER'S WADENA HARDWARE	06/13/2024	IMPACT SOCKET	603-49932-240	SMALL TOOLS & EQUIPMENT	14.48
BORDER STATES ELECTRIC	06/13/2024	FLUK WIRELESS CLAMP	603-49932-240	SMALL TOOLS & EQUIPMENT	563.77
WEBER'S WADENA HARDWARE	06/26/2024	GLOW EXIT SIGNS	603-49932-220	REPAIR & MAINTENANCE SUP...	21.58
Department 49932 - MNT OF GENERAL PLANT Total:					604.82
Department: 49933 - TRUCK & EQUIPMENT MNT					
NAPA CENTRAL MN	06/13/2024	OIL FILTER & AIR FILTER	603-49933-400	EQUIPMENT REPAIR & MAINT...	19.84
ALDRICH TRACTOR INC	06/26/2024	BOB - GLASS, DOOR	603-49933-400	EQUIPMENT REPAIR & MAINT...	329.41
Department 49933 - TRUCK & EQUIPMENT MNT Total:					349.25
Department: 49993 - TRANSFERS OUT					
T & R ELECTRIC SUPPLY INC	06/13/2024	SINGLE PHASE PAD MOUNT	603-49993-522	INVENTORY PURCHASES	124,277.06
T & R ELECTRIC SUPPLY INC	06/26/2024	SINGLE PHASE MOUNT PADS	603-49993-522	INVENTORY PURCHASES	82,250.72
DAKOTA SUPPLY GROUP	06/26/2024	TRANSFORMERS	603-49993-522	INVENTORY PURCHASES	1,637.94
Department 49993 - TRANSFERS OUT Total:					208,165.72
Department: 49995 - CAPITAL OUTLAY					
BOLTON & MENK INC	06/26/2024	2024 GIS SUPPORT	603-49995-107	CONTRACT LABOR	1,932.00
Department 49995 - CAPITAL OUTLAY Total:					1,932.00
Fund 603 - ELECTRIC FUND Total:					235,538.05
Fund: 604 - WATER FUND					
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	604-40000-36210	INTEREST EARNINGS	18.13
Department 40000 - NON DEPARTMENTAL Total:					18.13
Department: 49405 - POWER & PUMPING EXPENSE					
CITY OF WADENA	06/15/2024	UTILITY CHARGES	604-49405-380	UTILITIES	3,067.32
CITY OF WADENA	06/15/2024	UTILITY CHARGES	604-49405-380	UTILITIES	2,295.68
Department 49405 - POWER & PUMPING EXPENSE Total:					5,363.00
Department: 49410 - WTR PURIFICATION EXPENSE					
A W RESEARCH LAB INC	06/13/2024	CHEMICALS	604-49410-210	GENERAL SUPPLIES	145.00
HAWKINS INC	06/13/2024	CHEMICALS	604-49410-210	GENERAL SUPPLIES	3,803.31

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DEZURIK INC	06/13/2024	FIELD SERVICE #4006	604-49410-400	EQUIPMENT REPAIR & MAINT...	821.00
Department 49410 - WTR PURIFICATION EXPENSE Total:					4,769.31
Department: 49415 - WTR DISTRIBUTION EXPENSE					
J-BROTHERS MECHANICAL PL...	06/13/2024	REPLACE WATER MAIN	604-49415-220	REPAIR & MAINTENANCE SUP...	2,700.00
FASTENAL COMPANY	06/13/2024	RED BLUE STAKE FLAG SETUP ...	604-49415-210	GENERAL SUPPLIES	464.33
CORE & MAIN LP	06/13/2024	CURB BOX & TUBE	604-49415-220	REPAIR & MAINTENANCE SUP...	1,312.72
CORE & MAIN LP	06/13/2024	UNION NO LEAD & INSERT IPS	604-49415-220	REPAIR & MAINTENANCE SUP...	271.46
BOLTON & MENK INC	06/26/2024	SURVEY & FINAL DESIGN HWY...	604-49415-210	GENERAL SUPPLIES	2,139.75
Department 49415 - WTR DISTRIBUTION EXPENSE Total:					6,888.26
Department: 49420 - ADMIN & GENERAL					
MN DEPT OF HEALTH	06/13/2024	SERVICE CONNECTION FEE	604-49420-433	DUES AND SUBSCRIPTIONS	4,417.00
Department 49420 - ADMIN & GENERAL Total:					4,417.00
Department: 49430 - METER READING & EXPENSE					
MISSOURI RIVER ENERGY SVC	06/13/2024	AMI METER COUNT FEE	604-49430-210	GENERAL SUPPLIES	376.40
Department 49430 - METER READING & EXPENSE Total:					376.40
Fund 604 - WATER FUND Total:					21,832.10
Fund: 605 - LIQUOR FUND					
MASON BROTHERS COMPANY	06/26/2024	CIGARETTES	605-14500	CIGARETTE INVENTORY	1,124.21
					1,124.21
Department: 40000 - NON DEPARTMENTAL					
BPS CAPITAL MANAGEMENT, ...	06/26/2024	INVESTMENTS	605-40000-36210	INTEREST EARNINGS	30.05
Department 40000 - NON DEPARTMENTAL Total:					30.05
Department: 49750 - MERCHANDISE PURCHASES					
BELLBOY CORPORATION	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	3,432.00
BELLBOY CORPORATION	06/13/2024	LIQUOR	605-49750-333	FREIGHT	76.97
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	4,904.62
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-333	FREIGHT	69.55
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	2,775.31
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-333	FREIGHT	68.91
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	1,239.64
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-333	FREIGHT	33.30
ABSOLUTE ICE	06/13/2024	ICE	605-49750-254	MIX & SOFTDRINK PURCHASES	318.25
ABSOLUTE ICE	06/13/2024	ICE	605-49750-254	MIX & SOFTDRINK PURCHASES	215.70
BERNICK'S	06/13/2024	BEER	605-49750-252	BEER PURCHASES	2,805.30
BERNICK'S	06/13/2024	MIX	605-49750-254	MIX & SOFTDRINK PURCHASES	234.75
DAHLHEIMER BEVERAGE	06/13/2024	BEER	605-49750-252	BEER PURCHASES	12,047.05
DAHLHEIMER BEVERAGE	06/13/2024	BEER	605-49750-252	BEER PURCHASES	4,347.15
DAHLHEIMER BEVERAGE	06/13/2024	BEER	605-49750-252	BEER PURCHASES	-22.10
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	2,799.44
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-333	FREIGHT	63.55
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	1,036.00
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-333	FREIGHT	41.00
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	6,760.25
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-333	FREIGHT	119.40
SOUTHERN GLAZER'S OF MN	06/13/2024	MIX	605-49750-254	MIX & SOFTDRINK PURCHASES	125.00
SOUTHERN GLAZER'S OF MN	06/13/2024	MIX	605-49750-333	FREIGHT	10.25
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	925.12
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-333	FREIGHT	26.55
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	1,959.53
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-333	FREIGHT	47.15
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	179.52
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-333	FREIGHT	6.15
BEVERAGE WHOLESALERS INC	06/13/2024	BEER	605-49750-252	BEER PURCHASES	2,756.30
BEVERAGE WHOLESALERS INC	06/13/2024	BEER	605-49750-252	BEER PURCHASES	832.65
BEVERAGE WHOLESALERS INC	06/13/2024	BEER	605-49750-252	BEER PURCHASES	-884.10
BEVERAGE WHOLESALERS INC	06/13/2024	BEER	605-49750-252	BEER PURCHASES	5,016.15
BEVERAGE WHOLESALERS INC	06/13/2024	BEER	605-49750-252	BEER PURCHASES	-2.67
BEVERAGE WHOLESALERS INC	06/13/2024	BEER	605-49750-252	BEER PURCHASES	6,583.85

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Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
VIKING COCA COLA	06/13/2024	POP	605-49750-254	MIX & SOFTDRINK PURCHASES	319.55
VIKING COCA COLA	06/13/2024	MIX	605-49750-254	MIX & SOFTDRINK PURCHASES	295.70
VIKING COCA COLA	06/13/2024	MIX	605-49750-254	MIX & SOFTDRINK PURCHASES	-70.36
DRASTIC MEASURES BREWING	06/13/2024	BEER	605-49750-252	BEER PURCHASES	666.00
GRANITE CITY JOBBING CO. IN...	06/13/2024	CIGARETTES	605-49750-256	CIGARETTE PURCHASES	620.91
DAHLHEIMER BEVERAGE	06/13/2024	BEER	605-49750-252	BEER PURCHASES	45.00
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	-846.80
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-333	FREIGHT	-7.40
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	-18.19
BREAKTHRU BEVERAGE MINN...	06/13/2024	LIQUOR	605-49750-333	FREIGHT	-0.15
BERNICK'S	06/13/2024	MIX	605-49750-252	BEER PURCHASES	1,441.90
BERNICK'S	06/13/2024	MIX	605-49750-252	BEER PURCHASES	107.00
MASON BROTHERS COMPANY	06/13/2024	CIGARETTES	605-49750-256	CIGARETTE PURCHASES	2,534.35
MASON BROTHERS COMPANY	06/13/2024	MIX	605-49750-254	MIX & SOFTDRINK PURCHASES	99.16
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	605-49750-252	BEER PURCHASES	11,864.32
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	605-49750-252	BEER PURCHASES	8,527.59
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	605-49750-251	LIQUOR PURCHASES	478.38
D-S BEVERAGES - MINNESOTA	06/13/2024	BEER	605-49750-252	BEER PURCHASES	6,551.70
SOUTHERN GLAZER'S OF MN	06/13/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	-160.00
BELLBOY CORPORATION	06/26/2024	COOLER, FUEL SURCHARGE, G...	605-49750-254	MIX & SOFTDRINK PURCHASES	665.22
BELLBOY CORPORATION	06/26/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	2,070.90
VINOCOPIA INC	06/26/2024	DERINGER BOURBON PISTOL ...	605-49750-251	LIQUOR PURCHASES	165.33
VINOCOPIA INC	06/26/2024	DERINGER BOURBON PISTOL ...	605-49750-333	FREIGHT	2.50
VINOCOPIA INC	06/26/2024	DOC HOLLIDAY SINGLE BARREL..	605-49750-251	LIQUOR PURCHASES	150.00
VINOCOPIA INC	06/26/2024	DOC HOLLIDAY SINGLE BARREL..	605-49750-333	FREIGHT	2.50
VINOCOPIA INC	06/26/2024	BEER	605-49750-251	LIQUOR PURCHASES	1,096.99
VINOCOPIA INC	06/26/2024	BEER	605-49750-333	FREIGHT	18.00
ABSOLUTE ICE	06/26/2024	ICE	605-49750-254	MIX & SOFTDRINK PURCHASES	270.65
ABSOLUTE ICE	06/26/2024	ICE	605-49750-254	MIX & SOFTDRINK PURCHASES	204.55
DAHLHEIMER BEVERAGE	06/26/2024	BEER	605-49750-252	BEER PURCHASES	15,847.85
DAHLHEIMER BEVERAGE	06/26/2024	BEER	605-49750-252	BEER PURCHASES	-74.00
DAHLHEIMER BEVERAGE	06/26/2024	BEER	605-49750-252	BEER PURCHASES	7,118.50
DAHLHEIMER BEVERAGE	06/26/2024	BEER	605-49750-252	BEER PURCHASES	318.00
PAUSTIS WINE COMPANY	06/26/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	993.00
PAUSTIS WINE COMPANY	06/26/2024	LIQUOR	605-49750-333	FREIGHT	12.60
SOUTHERN GLAZER'S OF MN	06/26/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	3,699.35
SOUTHERN GLAZER'S OF MN	06/26/2024	LIQUOR	605-49750-333	FREIGHT	62.86
SOUTHERN GLAZER'S OF MN	06/26/2024	LIQUOR	605-49750-251	LIQUOR PURCHASES	50.44
SOUTHERN GLAZER'S OF MN	06/26/2024	LIQUOR	605-49750-333	FREIGHT	2.05
MASON BROTHERS COMPANY	06/26/2024	MIX	605-49750-252	BEER PURCHASES	144.62
BEVERAGE WHOLESALERS INC	06/26/2024	BEER	605-49750-252	BEER PURCHASES	4,109.65
BEVERAGE WHOLESALERS INC	06/26/2024	BEER CREDIT	605-49750-252	BEER PURCHASES	-11.16
DRASTIC MEASURES BREWING	06/26/2024	BEER	605-49750-252	BEER PURCHASES	109.99
DAHLHEIMER BEVERAGE	06/26/2024	BEER	605-49750-252	BEER PURCHASES	336.00
PEPSI BEVERAGE COMPANY	06/26/2024	POP	605-49750-254	MIX & SOFTDRINK PURCHASES	195.00
D-S BEVERAGES - MINNESOTA	06/26/2024	BEER	605-49750-252	BEER PURCHASES	12,585.95
BEVERAGE WHOLESALERS INC	06/26/2024	BEER	605-49750-252	BEER PURCHASES	7,165.50
DAHLHEIMER BEVERAGE	06/26/2024	KEG RETURN	605-49750-252	BEER PURCHASES	-30.00
DRASTIC MEASURES BREWING	06/26/2024	KEG RETURN	605-49750-252	BEER PURCHASES	-30.00
Department 49750 - MERCHANDISE PURCHASES Total:					150,648.99
Department: 49751 - MANAGER EXPENSES					
MIKE KRAMER INC	06/13/2024	THERMAL PAPER	605-49751-200	OFFICE SUPPLIES	91.27
HBI RADIO WADENA	06/13/2024	ADVERTISING	605-49751-342	ADVERTISING EXPENSE	160.00
WHITE TAIL RUN GOLF CLUB	06/13/2024	ADVERTISING	605-49751-342	ADVERTISING EXPENSE	1,000.00
DACOTAH PAPER CO	06/26/2024	BAGS & TOWELS	605-49751-214	BOTTLE BAGS, ICE BAGS, ETC.	102.55
DACOTAH PAPER CO	06/26/2024	BAGS	605-49751-214	BOTTLE BAGS, ICE BAGS, ETC.	29.99
Department 49751 - MANAGER EXPENSES Total:					1,383.81
Department: 49754 - BUILDING MAINTENANCE					
HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	605-49754-211	CLEANING SUPPLIES	126.59
SCHMITZ PORTABLE RENTALS	06/13/2024	PORTABLE RESTROOM	605-49754-400	EQUIPMENT REPAIR & MAINT...	300.00

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Vendor Name	Payment Date	Description (Payable)	Account Number	Account Name	Amount
CITY OF WADENA	06/15/2024	UTILITY CHARGES	605-49754-380	UTILITIES	789.55
Department 49754 - BUILDING MAINTENANCE Total:					1,216.14
Fund 605 - LIQUOR FUND Total:					154,403.20
Fund: 606 - WELLNESS CENTER					
Department: 40000 - NON DEPARTMENTAL					
SHREVES, JEN	06/13/2024	SWIM REFUND	606-40000-37212	AQUATIC CLASSES	60.00
CHRISTINE KRELL	06/26/2024	SWIM REFUND	606-40000-37212	AQUATIC CLASSES	120.00
Department 40000 - NON DEPARTMENTAL Total:					180.00
Department: 49390 - POOL EXPENSES					
MERICKEL LUMBER & HDWR	06/26/2024	PLYBLYNDPLS SND & CERAMIC...	606-49390-220	MAINTENANCE SUPPLIES	28.98
HORIZON COMMERCIAL POOL...	06/26/2024	CHEMICALS	606-49390-220	MAINTENANCE SUPPLIES	3,963.96
HORIZON COMMERCIAL POOL...	06/26/2024	ORP SENSOR	606-49390-220	MAINTENANCE SUPPLIES	394.92
Department 49390 - POOL EXPENSES Total:					4,387.86
Department: 49392 - FITNESS EXPENSES					
GARY A. GILBERTSON	06/13/2024	SERVICE CALLS	606-49392-400	EQUIPMENT MAINTENANCE	295.00
GARY A. GILBERTSON	06/26/2024	SERVICE CALLS	606-49392-400	EQUIPMENT MAINTENANCE	275.00
Department 49392 - FITNESS EXPENSES Total:					570.00
Department: 49394 - ADMIN & GENERAL					
HOCKERT'S INC.	06/13/2024	MAT RETURN & LAUNDRY	606-49394-211	GENERAL SUPPLIES	278.00
HINMAN ELECTRIC	06/13/2024	SUPPLIES	606-49394-400	EQUIPMENT MAINTENANCE	986.05
ARVIG	06/13/2024	CAMERA UPGRADE	606-49394-400	EQUIPMENT MAINTENANCE	547.00
SCHINDLER ELEVATOR CORPO...	06/13/2024	CONTRACT 6/1/24-8/31/24	606-49394-380	UTILITIES	694.56
HBI RADIO WADENA	06/13/2024	GRAD SALUTES	606-49394-350	PRINTING, PUBLISHING, ADVE...	127.50
BALANCED BY MELISSA	06/13/2024	8 CLASSES	606-49394-107	CONTRACTED SERVICES	160.00
BROWNE, MONICA	06/13/2024	PERSONAL TRAINING	606-49394-107	CONTRACTED SERVICES	152.00
RICHTER, JESSICA	06/13/2024	PERSONAL TRAINING	606-49394-107	CONTRACTED SERVICES	668.00
CITY OF WADENA	06/15/2024	UTILITY CHARGES	606-49394-380	UTILITIES	7,259.79
TDS MEDIA DIRECT INC	06/26/2024	ADVERTISING	606-49394-350	PRINTING, PUBLISHING, ADVE...	439.00
TDS MEDIA DIRECT INC	06/26/2024	ADVERTISING	606-49394-350	PRINTING, PUBLISHING, ADVE...	439.00
EVER GREEN LAWNS	06/26/2024	SPRINKLER HEADS & MISTER ...	606-49394-380	UTILITIES	284.00
Department 49394 - ADMIN & GENERAL Total:					12,034.90
Fund 606 - WELLNESS CENTER Total:					17,172.76
Grand Total:					713,665.47

Report Summary

Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	67,115.39
207 - WDA REVOLVING LOAN FUND	30.62
208 - WDA LOAN FUND	1.16
209 - UNRESTRICTED MIF RLF	4.65
210 - MIF REVOLVING LOAN FUND	1.16
211 - MIF RLF #2	31.82
212 - SCDG COMMERCIAL FUND	2.71
214 - SCDG HOUSING FUND	1.24
216 - INNOVATIVE MIF RLF	1.55
217 - KERN MIF LOAN	1.55
315 - G.O. REFUNDING BONDS 2012	3.48
316 - PFA NOTES OF 2015	78.99
371 - MN EYECARE TIF 1-12	2,684.89
372 - MERICKEL EC DIST TIF 1-13	2,777.38
373 - MASON BROS TIF 1-14	10,041.36
374 - WADENA DEV GRP TIF 1-15	4,549.56
389 - ROACH - TIF 1-10	18,702.76
401 - CAPITAL PROJECTS FUND	27,183.07
403 - DTED SMALL CITIES GRANT	19,146.48
404 - SEWER/WATER CIP	89,273.51
601 - SEWER FUND	19,648.29
602 - GOLF FUND	23,437.74
603 - ELECTRIC FUND	235,538.05
604 - WATER FUND	21,832.10
605 - LIQUOR FUND	154,403.20
606 - WELLNESS CENTER	17,172.76
Grand Total:	713,665.47

Account Summary

Account Number	Account Name	Payment Amount
101-40000-34402	CAMPGROUND (CAMPI...	192.00
101-40000-36210	INTEREST RECEIVED	173.41
101-41100-303	CITY CODE CODIFICATION	500.00
101-41100-304	LEGAL FEES	2,911.25
101-41100-340	C.V.B. PAYMENTS & EXP...	2,537.45
101-41920-200	OFFICE SUPPLIES/COPIER..	1,925.00
101-41920-211	CLEANING SUPPLIES	64.00
101-42100-121	P.E.R.A.	962.76
101-42100-211	GENERAL SUPPLIES	15.96
101-42100-350	PRINTING, PUBLISHING ...	11.25
101-42100-380	UTILITIES	240.41
101-42100-400	VEHICLE REPAIR & MAIN...	1,097.41
101-42100-417	CLOTHING ALLOWANCE	207.51
101-42200-210	FIREFIGHTING SUPPLIES...	240.05
101-42200-380	UTILITIES	602.66
101-43100-331	TRAVEL/MEETING/SCH...	70.46
101-43100-350	PRINTING, PUBLISHING ...	55.80
101-43100-400	EQUIPMENT REPAIR & ...	170.04
101-43115-210	GENERAL SUPPLIES	250.61
101-43115-220	REPAIR & MAINTENANCE..	115.03
101-43115-380	UTILITIES	908.06
101-43122-220	REPAIR & MAINTENANCE..	100.00
101-43126-212	MOTOR FUELS & LUBRIC...	216.90
101-43126-220	MAINTENANCE SUPPLIES	14.28
101-43126-400	EQUIPMENT REPAIR & ...	1,569.86
101-43220-400	EQUIPMENT REPAIR & ...	3,184.11
101-43260-216	CHEMICALS & CHEMICAL...	448.77

Account Summary

Account Number	Account Name	Payment Amount
101-45122-380	UTILITIES	376.99
101-45124-380	UTILITIES	573.36
101-45124-400	EQUIPMENT MAINTENA...	319.99
101-45124-404	TENNIS COURT EXPENSES	33.77
101-45130-380	UTILITIES	494.84
101-45130-400	POOL MAINTENANCE	1,833.01
101-45150-107	CONTRACTED WAGES	1,398.31
101-45150-220	REPAIR & MAINTENANCE..	254.44
101-45150-380	UTILITIES	751.12
101-45200-200	OFFICE SUPPLIES	35.95
101-45200-212	MOTOR FUELS & LUBRIC...	3,134.85
101-45200-217	OPERATING SUPPLIES-A...	240.00
101-45200-220	REPAIR & MAINTENANCE..	5,075.65
101-45200-380	UTILITIES	815.00
101-45200-400	EQUIPMENT REPAIR & ...	3,436.43
101-45200-430	FISH PURCHASES	1,500.00
101-45250-225	TREES & LANDSCAPING	180.00
101-45250-226	FLOWERS	800.00
101-45500-200	OFFICE SUPPLIES	3.69
101-45500-220	BUILDING REPAIR & MA...	100.00
101-45500-380	UTILITIES	755.24
101-47000-610	BOND INTEREST	20,595.00
101-49300-400	EQUIPMENT REPAIR & ...	438.76
101-49350-457	DONATION CLEARING A...	3,402.57
101-49370-331	SCHOOLS, MEETING & T...	331.38
101-49370-342	ADVERTISING EXPENSE	1,450.00
207-40000-36210	INTEREST EARNINGS	30.62
208-40000-36210	INTEREST INCOME	1.16
209-40000-36210	INTEREST EARNINGS	4.65
210-40000-36210	INTEREST EARNINGS	1.16
211-40000-36210	INTEREST EARNINGS	31.82
212-40000-36210	INTEREST EARNINGS	2.71
214-40000-36210	INTEREST EARNINGS	1.24
216-40000-36210	INTEREST EARNINGS	1.55
217-40000-36210	INTEREST EARNINGS	1.55
315-40000-36210	INTEREST EARNINGS	3.48
316-40000-36210	INTEREST EARNINGS	78.99
371-49950-141	TIF REIMBURSEMENTS	2,684.89
372-49950-141	TIF REIMBURSEMENTS	2,777.38
373-49950-141	TIF REIMBURSEMENTS	10,041.36
374-49950-141	TIF REIMBURSEMENTS	4,549.56
389-49950-141	TIF REIMBURSEMENTS	18,702.76
401-49630-421	HIGHWAY 10 RECONST...	27,130.00
401-49630-425	LIBRARY REMODEL PROJ...	53.07
403-46300-225	GENERAL ADMIN EXPEN...	1,439.48
403-46400-300	RENTAL CONSTRUCTION...	17,707.00
404-40000-36210	INTEREST EARNINGS	178.51
404-47000-610	BOND INTEREST	89,095.00
601-49450-220	REPAIR & MAINTENANCE..	229.33
601-49450-310	ONE-CALL SERVICE	53.32
601-49450-331	SCHOOLS, MEETING & T...	637.21
601-49450-400	EQUIPMENT REPAIR & ...	861.79
601-49460-220	REPAIR & MAINTENANCE..	69.80
601-49460-400	EQUIPMENT REPAIR & ...	1.35
601-49470-212	MOTOR FUELS & LUBRIC...	34.57
601-49470-240	TOOLS & OTHER EQUIP...	28.18
601-49470-380	UTILITIES	306.09
601-49480-200	OFFICE SUPPLIES	193.84

Account Summary

Account Number	Account Name	Payment Amount
601-49480-210	GENERAL SUPPLIES	104.00
601-49480-216	CHEMICALS & CHEMICAL...	5,035.68
601-49480-218	LAB & TESTING EXPENSE	2,186.03
601-49480-220	REPAIR & MAINTENANCE..	188.99
601-49480-380	UTILITIES	5,412.79
601-49480-400	EQUIPMENT REPAIR & ...	1,746.59
601-49480-417	UNIFORMS	418.98
601-49480-520	BUILDINGS & STRUCTUR...	2,139.75
602-40000-36210	INTEREST EARNINGS	2.45
602-49830-251	PRO MERCHANDISE PUR...	117.48
602-49830-253	LIQUOR PURCHASES	63.17
602-49830-254	FOOD PURCHASES	4,412.22
602-49830-255	BEER PURCHASES	4,847.94
602-49831-212	MOTOR FUELS & LUBRIC...	2,050.58
602-49831-225	COURSE MAINTENANCE ...	2,678.30
602-49831-400	EQUIPMENT REPAIR & ...	463.03
602-49831-417	CLOTHING ALLOWANCE	344.94
602-49833-200	OFFICE SUPPLIES	32.50
602-49833-210	CLUBHOUSE EXPENSES	265.43
602-49833-220	MAINTENANCE SUPPLIES	190.70
602-49833-350	ADVERTISING EXPENSE	819.00
602-49833-415	CLUBHOUSE RENTALS(C...	1,700.00
602-49834-560	CART CAPITAL LEASE	5,450.00
603-11111	CUSTOMER ACCOUNTS ...	3,628.58
603-40000-36210	INTEREST EARNINGS	521.07
603-47500-610	BOND INTEREST & CHA...	10,812.50
603-49582-220	REPAIR & MAINTENANCE..	70.97
603-49584-220	REPAIR & MAINTENANCE..	517.67
603-49586-220	REPAIR & MAINTENANCE..	655.40
603-49592-220	REPAIR & MAINTENANCE..	396.00
603-49920-200	OFFICE SUPPLIES	6,838.60
603-49920-342	ADVERTISING EXPENSE	311.50
603-49920-417	CLOTHING ALLOWANCE	646.98
603-49925-331	SCHOOLS, MEETING & T...	75.00
603-49928-418	SAFETY TRAINING EXPE...	11.99
603-49932-220	REPAIR & MAINTENANCE..	21.58
603-49932-240	SMALL TOOLS & EQUIP...	583.24
603-49933-400	EQUIPMENT REPAIR & ...	349.25
603-49993-522	INVENTORY PURCHASES	208,165.72
603-49995-107	CONTRACT LABOR	1,932.00
604-40000-36210	INTEREST EARNINGS	18.13
604-49405-380	UTILITIES	5,363.00
604-49410-210	GENERAL SUPPLIES	3,948.31
604-49410-400	EQUIPMENT REPAIR & ...	821.00
604-49415-210	GENERAL SUPPLIES	2,604.08
604-49415-220	REPAIR & MAINTENANCE..	4,284.18
604-49420-433	DUES AND SUBSCRIPTIO...	4,417.00
604-49430-210	GENERAL SUPPLIES	376.40
605-14500	CIGARETTE INVENTORY	1,124.21
605-40000-36210	INTEREST EARNINGS	30.05
605-49750-251	LIQUOR PURCHASES	33,690.83
605-49750-252	BEER PURCHASES	110,273.99
605-49750-254	MIX & SOFTDRINK PURC...	2,873.17
605-49750-256	CIGARETTE PURCHASES	3,155.26
605-49750-333	FREIGHT	655.74
605-49751-200	OFFICE SUPPLIES	91.27
605-49751-214	BOTTLE BAGS, ICE BAGS,...	132.54
605-49751-342	ADVERTISING EXPENSE	1,160.00

Account Summary

Account Number	Account Name	Payment Amount
605-49754-211	CLEANING SUPPLIES	126.59
605-49754-380	UTILITIES	789.55
605-49754-400	EQUIPMENT REPAIR & ...	300.00
606-40000-37212	AQUATIC CLASSES	180.00
606-49390-220	MAINTENANCE SUPPLIES	4,387.86
606-49392-400	EQUIPMENT MAINTENA...	570.00
606-49394-107	CONTRACTED SERVICES	980.00
606-49394-211	GENERAL SUPPLIES	278.00
606-49394-350	PRINTING, PUBLISHING, ...	1,005.50
606-49394-380	UTILITIES	8,238.35
606-49394-400	EQUIPMENT MAINTENA...	1,533.05
Grand Total:		713,665.47

Project Account Summary

Project Account Key	Payment Amount
None	713,665.47
Grand Total:	713,665.47



Monthly Budget Report

Group Summary

For Fiscal: Current Period Ending: 06/30/2024

Account Type	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 101 - GENERAL FUND									
Revenue	343,730.12	41,426.85	-302,303.27	-87.95%	2,062,380.28	1,158,538.97	-903,841.31	-43.83%	4,124,761.00
Expense	343,730.06	237,601.71	106,128.35	30.88%	2,062,380.64	2,128,653.25	-66,272.61	-3.21%	4,124,761.00
Total Fund: 101 - GENERAL FUND:	0.06	-196,174.86	-196,174.92		-0.36	-970,114.28	-970,113.92		0.00
Fund: 204 - LIBRARY ENDOWMENT FUND									
Revenue	0.00	42.62	42.62	0.00%	0.00	275.68	275.68	0.00%	0.00
Total Fund: 204 - LIBRARY ENDOWMENT FUND:	0.00	42.62	42.62	0.00%	0.00	275.68	275.68	0.00%	0.00
Fund: 206 - ARPA FUNDS									
Revenue	0.00	67.77	67.77	0.00%	0.00	521.89	521.89	0.00%	0.00
Expense	0.00	0.00	0.00	0.00%	0.00	24,318.02	-24,318.02	0.00%	0.00
Total Fund: 206 - ARPA FUNDS:	0.00	67.77	67.77		0.00	-23,796.13	-23,796.13		0.00
Fund: 207 - WDA REVOLVING LOAN FUND									
Revenue	0.00	2,067.32	2,067.32	0.00%	0.00	9,710.58	9,710.58	0.00%	0.00
Expense	0.00	0.00	0.00	0.00%	0.00	10,825.76	-10,825.76	0.00%	0.00
Total Fund: 207 - WDA REVOLVING LOAN FUND:	0.00	2,067.32	2,067.32		0.00	-1,115.18	-1,115.18		0.00
Fund: 208 - WDA LOAN FUND									
Revenue	0.00	27.62	27.62	0.00%	0.00	234.39	234.39	0.00%	0.00
Total Fund: 208 - WDA LOAN FUND:	0.00	27.62	27.62	0.00%	0.00	234.39	234.39	0.00%	0.00
Fund: 209 - UNRESTRICTED MIF RLF									
Revenue	0.00	11.92	11.92	0.00%	0.00	300.09	300.09	0.00%	0.00
Total Fund: 209 - UNRESTRICTED MIF RLF:	0.00	11.92	11.92	0.00%	0.00	300.09	300.09	0.00%	0.00
Fund: 210 - MIF REVOLVING LOAN FUND									
Revenue	0.00	74.05	74.05	0.00%	0.00	503.31	503.31	0.00%	0.00
Total Fund: 210 - MIF REVOLVING LOAN FUND:	0.00	74.05	74.05	0.00%	0.00	503.31	503.31	0.00%	0.00
Fund: 211 - MIF RLF #2									
Revenue	0.00	506.19	506.19	0.00%	0.00	5,390.33	5,390.33	0.00%	0.00
Total Fund: 211 - MIF RLF #2:	0.00	506.19	506.19	0.00%	0.00	5,390.33	5,390.33	0.00%	0.00
Fund: 212 - SCDG COMMERCIAL FUND									
Revenue	0.00	212.94	212.94	0.00%	0.00	1,423.91	1,423.91	0.00%	0.00
Total Fund: 212 - SCDG COMMERCIAL FUND:	0.00	212.94	212.94	0.00%	0.00	1,423.91	1,423.91	0.00%	0.00
Fund: 213 - SCDG COMMERCIAL 2021									
Revenue	0.00	29.05	29.05	0.00%	0.00	175.23	175.23	0.00%	0.00
Total Fund: 213 - SCDG COMMERCIAL 2021:	0.00	29.05	29.05	0.00%	0.00	175.23	175.23	0.00%	0.00

Monthly Budget Report

For Fiscal: Current Period Ending: 06/30/2024

Account Type	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 214 - SCDG HOUSING FUND									
Revenue	0.00	14.45	14.45	0.00%	0.00	153.15	153.15	0.00%	0.00
Expense	0.00	0.00	0.00	0.00%	0.00	3,051.00	-3,051.00	0.00%	0.00
Total Fund: 214 - SCDG HOUSING FUND:	0.00	14.45	14.45		0.00	-2,897.85	-2,897.85		0.00
Fund: 216 - INNOVATIVE MIF RLF									
Revenue	0.00	26.26	26.26	0.00%	0.00	244.21	244.21	0.00%	0.00
Total Fund: 216 - INNOVATIVE MIF RLF:	0.00	26.26	26.26	0.00%	0.00	244.21	244.21	0.00%	0.00
Fund: 217 - KERN MIF LOAN									
Revenue	0.00	8.92	8.92	0.00%	0.00	132.00	132.00	0.00%	0.00
Total Fund: 217 - KERN MIF LOAN:	0.00	8.92	8.92	0.00%	0.00	132.00	132.00	0.00%	0.00
Fund: 315 - G.O. REFUNDING BONDS 2012									
Revenue	0.00	24.33	24.33	0.00%	0.00	318.88	318.88	0.00%	0.00
Total Fund: 315 - G.O. REFUNDING BONDS 2012:	0.00	24.33	24.33	0.00%	0.00	318.88	318.88	0.00%	0.00
Fund: 316 - PFA NOTES OF 2015									
Revenue	0.00	599.24	599.24	0.00%	0.00	180,515.94	180,515.94	0.00%	0.00
Expense	0.00	0.00	0.00	0.00%	0.00	10,645.00	-10,645.00	0.00%	0.00
Total Fund: 316 - PFA NOTES OF 2015:	0.00	599.24	599.24		0.00	169,870.94	169,870.94		0.00
Fund: 371 - MN EYECARE TIF 1-12									
Revenue	0.00	0.00	0.00	0.00%	0.00	2,983.21	2,983.21	0.00%	0.00
Expense	0.00	2,684.89	-2,684.89	0.00%	0.00	2,684.89	-2,684.89	0.00%	0.00
Total Fund: 371 - MN EYECARE TIF 1-12:	0.00	-2,684.89	-2,684.89		0.00	298.32	298.32		0.00
Fund: 372 - MERICKEL EC DIST TIF 1-13									
Revenue	0.00	0.00	0.00	0.00%	0.00	3,085.98	3,085.98	0.00%	0.00
Expense	0.00	2,777.38	-2,777.38	0.00%	0.00	2,777.38	-2,777.38	0.00%	0.00
Total Fund: 372 - MERICKEL EC DIST TIF 1-13:	0.00	-2,777.38	-2,777.38		0.00	308.60	308.60		0.00
Fund: 373 - MASON BROS TIF 1-14									
Revenue	0.00	0.00	0.00	0.00%	0.00	11,157.07	11,157.07	0.00%	0.00
Expense	0.00	10,041.36	-10,041.36	0.00%	0.00	10,041.36	-10,041.36	0.00%	0.00
Total Fund: 373 - MASON BROS TIF 1-14:	0.00	-10,041.36	-10,041.36		0.00	1,115.71	1,115.71		0.00
Fund: 374 - WADENA DEV GRP TIF 1-15									
Revenue	0.00	0.00	0.00	0.00%	0.00	5,055.07	5,055.07	0.00%	0.00
Expense	0.00	4,549.56	-4,549.56	0.00%	0.00	4,549.56	-4,549.56	0.00%	0.00
Total Fund: 374 - WADENA DEV GRP TIF 1-15:	0.00	-4,549.56	-4,549.56		0.00	505.51	505.51		0.00
Fund: 375 - HADC - TIF 1-18									
Revenue	0.00	0.00	0.00	0.00%	0.00	20,780.83	20,780.83	0.00%	0.00
Total Fund: 375 - HADC - TIF 1-18:	0.00	0.00	0.00	0.00%	0.00	20,780.83	20,780.83	0.00%	0.00

Monthly Budget Report

For Fiscal: Current Period Ending: 06/30/2024

Account Type	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 389 - ROACH - TIF 1-10									
Expense	0.00	18,702.76	-18,702.76	0.00%	0.00	18,702.76	-18,702.76	0.00%	0.00
Total Fund: 389 - ROACH - TIF 1-10:	0.00	18,702.76	-18,702.76	0.00%	0.00	18,702.76	-18,702.76	0.00%	0.00
Fund: 401 - CAPITAL PROJECTS FUND									
Revenue	0.00	-931.62	-931.62	0.00%	0.00	34,819.55	34,819.55	0.00%	0.00
Expense	0.00	27,183.07	-27,183.07	0.00%	0.00	77,649.16	-77,649.16	0.00%	0.00
Total Fund: 401 - CAPITAL PROJECTS FUND:	0.00	-28,114.69	-28,114.69		0.00	-42,829.61	-42,829.61		0.00
Fund: 403 - DTED SMALL CITIES GRANT									
Revenue	0.00	11,721.48	11,721.48	0.00%	0.00	76,024.51	76,024.51	0.00%	0.00
Expense	0.00	19,146.48	-19,146.48	0.00%	0.00	52,549.51	-52,549.51	0.00%	0.00
Total Fund: 403 - DTED SMALL CITIES GRANT:	0.00	-7,425.00	-7,425.00		0.00	23,475.00	23,475.00		0.00
Fund: 404 - SEWER/WATER CIP									
Revenue	0.00	15.01	15.01	0.00%	0.00	185,106.69	185,106.69	0.00%	0.00
Expense	0.00	89,095.00	-89,095.00	0.00%	0.00	341,717.87	-341,717.87	0.00%	0.00
Total Fund: 404 - SEWER/WATER CIP:	0.00	-89,079.99	-89,079.99		0.00	-156,611.18	-156,611.18		0.00
Fund: 601 - SEWER FUND									
Revenue	144,527.41	104,449.90	-40,077.51	-27.73%	867,164.54	742,748.36	-124,416.18	-14.35%	1,734,329.00
Expense	145,040.99	40,687.38	104,353.61	71.95%	870,246.06	516,722.34	353,523.72	40.62%	1,740,492.00
Total Fund: 601 - SEWER FUND:	-513.58	63,762.52	64,276.10		-3,081.52	226,026.02	229,107.54		-6,163.00
Fund: 602 - GOLF FUND									
Revenue	45,930.82	77,248.97	31,318.15	68.19%	275,585.08	312,928.43	37,343.35	13.55%	551,170.00
Expense	47,290.32	88,183.40	-40,893.08	-86.47%	283,742.08	289,392.99	-5,650.91	-1.99%	567,484.00
Total Fund: 602 - GOLF FUND:	-1,359.50	-10,934.43	-9,574.93		-8,157.00	23,535.44	31,692.44		-16,314.00
Fund: 603 - ELECTRIC FUND									
Revenue	534,525.01	397,540.76	-136,984.25	-25.63%	3,207,149.94	2,878,358.35	-328,791.59	-10.25%	6,414,300.00
Expense	573,708.85	327,190.98	246,517.87	42.97%	3,442,251.90	2,916,880.37	525,371.53	15.26%	6,884,505.00
Total Fund: 603 - ELECTRIC FUND:	-39,183.84	70,349.78	109,533.62		-235,101.96	-38,522.02	196,579.94		-470,205.00
Fund: 604 - WATER FUND									
Revenue	88,434.40	68,320.78	-20,113.62	-22.74%	530,606.60	487,141.15	-43,465.45	-8.19%	1,061,213.00
Expense	108,195.21	52,060.37	56,134.84	51.88%	649,170.74	501,307.68	147,863.06	22.78%	1,298,342.00
Total Fund: 604 - WATER FUND:	-19,760.81	16,260.41	36,021.22		-118,564.14	-14,166.53	104,397.61		-237,129.00
Fund: 605 - LIQUOR FUND									
Revenue	235,333.33	190,016.29	-45,317.04	-19.26%	1,412,000.02	1,243,016.97	-168,983.05	-11.97%	2,824,000.00
Expense	227,106.98	177,929.55	49,177.43	21.65%	1,362,642.12	1,283,957.19	78,684.93	5.77%	2,725,284.00
Total Fund: 605 - LIQUOR FUND:	8,226.35	12,086.74	3,860.39		49,357.90	-40,940.22	-90,298.12		98,716.00
Fund: 606 - WELLNESS CENTER									
Revenue	58,541.67	49,793.38	-8,748.29	-14.94%	351,249.98	334,794.37	-16,455.61	-4.68%	702,500.00
Expense	82,489.32	56,403.17	26,086.15	31.62%	494,936.08	458,588.20	36,347.88	7.34%	989,872.00
Total Fund: 606 - WELLNESS CENTER:	-23,947.65	-6,609.79	17,337.86		-143,686.10	-123,793.83	19,892.27		-287,372.00

Monthly Budget Report

For Fiscal: Current Period Ending: 06/30/2024

Account Type	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 807 - FIRE RELIEF ASSOCIATION									
Revenue	0.00	41.67	41.67	0.00%	0.00	19,326.75	19,326.75	0.00%	0.00
Total Fund: 807 - FIRE RELIEF ASSOCIATION:	0.00	41.67	41.67	0.00%	0.00	19,326.75	19,326.75	0.00%	0.00
Fund: 901 - GENERAL FIXED ASSETS									
Revenue	0.00	862.35	862.35	0.00%	0.00	296,672.89	296,672.89	0.00%	0.00
Expense	0.00	0.00	0.00	0.00%	0.00	47,082.85	-47,082.85	0.00%	0.00
Total Fund: 901 - GENERAL FIXED ASSETS:	0.00	862.35	862.35		0.00	249,590.04	249,590.04		0.00
Report Total:	-76,538.97	-210,018.56	-133,479.59		-459,233.18	-689,658.40	-230,425.22		-918,467.00

Fund Summary

Fund	June Budget	June Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
101 - GENERAL FUND	0.06	-196,174.86	-196,174.92		-0.36	-970,114.28	-970,113.92		0.00
204 - LIBRARY ENDOWMENT FUI	0.00	42.62	42.62		0.00	275.68	275.68		0.00
206 - ARPA FUNDS	0.00	67.77	67.77		0.00	-23,796.13	-23,796.13		0.00
207 - WDA REVOLVING LOAN FU	0.00	2,067.32	2,067.32		0.00	-1,115.18	-1,115.18		0.00
208 - WDA LOAN FUND	0.00	27.62	27.62		0.00	234.39	234.39		0.00
209 - UNRESTRICTED MIF RLF	0.00	11.92	11.92		0.00	300.09	300.09		0.00
210 - MIF REVOLVING LOAN FUN	0.00	74.05	74.05		0.00	503.31	503.31		0.00
211 - MIF RLF #2	0.00	506.19	506.19		0.00	5,390.33	5,390.33		0.00
212 - SCDG COMMERCIAL FUND	0.00	212.94	212.94		0.00	1,423.91	1,423.91		0.00
213 - SCDG COMMERCIAL 2021	0.00	29.05	29.05		0.00	175.23	175.23		0.00
214 - SCDG HOUSING FUND	0.00	14.45	14.45		0.00	-2,897.85	-2,897.85		0.00
216 - INNOVATIVE MIF RLF	0.00	26.26	26.26		0.00	244.21	244.21		0.00
217 - KERN MIF LOAN	0.00	8.92	8.92		0.00	132.00	132.00		0.00
315 - G.O. REFUNDING BONDS 21	0.00	24.33	24.33		0.00	318.88	318.88		0.00
316 - PFA NOTES OF 2015	0.00	599.24	599.24		0.00	169,870.94	169,870.94		0.00
371 - MN EYECARE TIF 1-12	0.00	-2,684.89	-2,684.89		0.00	298.32	298.32		0.00
372 - MERICKEL EC DIST TIF 1-13	0.00	-2,777.38	-2,777.38		0.00	308.60	308.60		0.00
373 - MASON BROS TIF 1-14	0.00	-10,041.36	-10,041.36		0.00	1,115.71	1,115.71		0.00
374 - WADENA DEV GRP TIF 1-15	0.00	-4,549.56	-4,549.56		0.00	505.51	505.51		0.00
375 - HADC - TIF 1-18	0.00	0.00	0.00		0.00	20,780.83	20,780.83		0.00
389 - ROACH - TIF 1-10	0.00	-18,702.76	-18,702.76		0.00	-18,702.76	-18,702.76		0.00
401 - CAPITAL PROJECTS FUND	0.00	-28,114.69	-28,114.69		0.00	-42,829.61	-42,829.61		0.00
403 - DTED SMALL CITIES GRANT	0.00	-7,425.00	-7,425.00		0.00	23,475.00	23,475.00		0.00
404 - SEWER/WATER CIP	0.00	-89,079.99	-89,079.99		0.00	-156,611.18	-156,611.18		0.00
601 - SEWER FUND	-513.58	63,762.52	64,276.10		-3,081.52	226,026.02	229,107.54		-6,163.00
602 - GOLF FUND	-1,359.50	-10,934.43	-9,574.93		-8,157.00	23,535.44	31,692.44		-16,314.00
603 - ELECTRIC FUND	-39,183.84	70,349.78	109,533.62		-235,101.96	-38,522.02	196,579.94		-470,205.00
604 - WATER FUND	-19,760.81	16,260.41	36,021.22		-118,564.14	-14,166.53	104,397.61		-237,129.00
605 - LIQUOR FUND	8,226.35	12,086.74	3,860.39		49,357.90	-40,940.22	-90,298.12		98,716.00
606 - WELLNESS CENTER	-23,947.65	-6,609.79	17,337.86		-143,686.10	-123,793.83	19,892.27		-287,372.00
807 - FIRE RELIEF ASSOCIATION	0.00	41.67	41.67		0.00	19,326.75	19,326.75		0.00
901 - GENERAL FIXED ASSETS	0.00	862.35	862.35		0.00	249,590.04	249,590.04		0.00
Report Total:	-76,538.97	-210,018.56	-133,479.59		-459,233.18	-689,658.40	-230,425.22		-918,467.00

**City of Wadena
Special City Council Minutes
June 4, 2024
4:00 PM**

Call to Order and Roll Call

Comprising a quorum of the City Council, the meeting was called to order at 4:00 pm with the following members present: George Deiss, Mark Lunde, Wade Miller, and Dan Sartell. Absent was member Jessie Gibbs.

Staff and Public present: Administrator Kim Schroeder, Police Chief Naomi Plautz, Investigator Brandon Pearson, Police Officer Nick Grabe, Utility Superintendent Dave Evans, WDA Director Dean Uselman, Fire Chief Cody Yglesias, and Fire Secretary Jeremy Zaic.

Discussion: Cannabis Retail & Cultivation.

Administrator Kim Schroeder asked the council for direction on whether or not the city is interested in owning and operating a municipal cannabis dispensary or leave it to the private industry. Collectively council members chose to look into the feasibility of municipal operations. Providing reasons for job creation and potential positive enterprise fund revenue stream similar to liquor stores.

Action Motion 24-37: Unanimously approved entering into Highway 10 underground municipal utility easements at a compensation rate of \$.55 per square foot.

City staff reached out to the affected property owners along Highway 10 between 11th Street and Birch Avenue and received 100% approval for underground utilities to be placed in their private right-of-way area allowing the city to remain outside of MnDOT right-of-way.

The affected property owners are Flanigan Trucking, Merickel Lumber Mills, RJK Seed, Fab Five Forever Corp, Hieb/Jarvis/Jetenberg, A&M Lodging, Wadena Lodging, and Davis Estates.

This is very beneficial to the city and rate payers, allowing the city to perform future infrastructure maintenance out of MnDOT right-of-way avoiding [MnDOT] timelines, permit processes, and prevailing wage requirements and guidelines.

The city has not historically paid for easements, however, due to the nature of this project and some property owners' original unwillingness to work with the city, it was determined that a compensation rate needed to be offered and implemented.

Moved by:	Sartell	Seconded by:	Lunde
Vote in Favor:	Deiss, Lunde, Miller, Sartell		

Action Motion 24-38: Unanimously approved the 9th Street Right-of-Way use agreements of affected property, compensated at \$2.65 per square foot.

After review with Attorney Pederson, 9th Street from Greenwood Ave. to TH10 has been used as a public street and kept in repair by the City for a continuous period of at least six years allowing a municipality to use a concept outlined in Minnesota Statute 160.05 dedicating it as a public street. The City does not own the southernmost portion of 9th Street.

The owners are Merickel Lumber and Westside Sports. Both have been made aware of the statute and the City's interest in obtaining the property for public street purposes. To date, the city has received verbal agreements from both owners to enter into street use agreements.

The \$2.56 square foot amount was derived from the assessed value of the property.

Moved by:	Lunde	Seconded by:	Miller
Vote in favor:	Deiss, Lunde, Miller, Sartell		

Meeting closed at

1. Fire Department Work Session:

Fire Chief Cody Yglesias and Secretary Jeremy Zaic were present to assist in discussing strategies for billable calls. The 2023 general fund revenue budget for fire calls was \$20,000 however, based on the fire department's precedence of billable calls there were zero (0) calls with \$0 revenue leaving the general fund underfunded by \$20,000.

The 2024 budget was reduced to \$15,000 and at this time there are only a few billable calls, leaving the general fund potentially underfunded again.

A lot of good conversations and ideas were provided with both the council and fire department agreeing to recommend updates to the fee schedule as follows:

- Emergency calls: not bill the first half hour, bill each hour thereafter \$500.
- False Alarms: first two no charge, \$100 for each call thereafter to the same location.

Motion to Adjourn at 6:13 pm

Moved by:	Miller	Seconded by:	Lunde
Vote:	Deiss, Lunde, Miller, Sartell		

George Deiss, Mayor

Attest: _____
Kim Schroeder, City Administrator

Regular City Council Minutes

Tuesday, June 11, 2024

Pledge of Allegiance

Roll Call

Comprising a quorum of the City Council, the meeting was called to order at 5:00 pm with the following members present: Mayor George Deiss, Council Members Jessie Gibbs, Mark Lunde, and Wade Miller. Councilmember Dan Sartell was absent.

Staff and Public present: Newspaper Nicole Stracek, Police Chief Naomi Plautz, Utility Director David Evans, Public Works Director Dan Kovar, WDA/P&Z Director Dean Uselman, Liquor Store Manager Tim Booth, Wellness Director Lisa Anderson, Fire Chief Cody Yglesias, Fire Secretary Jeremy Zaic, and Toby Pierce.

Action Motion: Approved the consent calendar items.

- A. Claims Register Summary
- B. Monthly Financial Reports
- C. City Council Meeting Minutes:
 - a. May 14, 2024, Regular Meeting

Moved by:	Lunde	Seconded by:	Gibbs
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Roll call vote: Deiss, Gibbs, Lunde, Miller

Action Motion: Approve Resolution 2024-23: 2024 Part-Time Wages.

Fire Chief Cody Yglesias noted firefighter wages didn't receive a 3% increase. Mayor Deiss stated the Fire Department raises were dealt with separately in 2023 and the plan is the same for 2024. Comparable cities and their respective fire department wages were brought up during the discussion.

Moved by:	Lunde	Seconded by:	Miller
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Roll call vote: Deiss, Gibbs, Lunde, Miller

Action Motion: Accept Resolution 2024-24: Resignation of Councilmember Jessie Gibbs and declaring a vacancy.

Mayor Deiss thanked Jessie for his steadfast work at the city over the years.

Moved by:	Lunde	Seconded by:	Miller
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Roll Call Vote: Deiss, Gibbs, Lunde, Miller, Sartell

Action Motion 24-39: Approve Massage License from Keara Kern d/b/a Central Massage.

A background check was completed with no disqualifying records.

Moved by:	Gibbs	Seconded by:	Lunde
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Vote in favor: Deiss, Gibbs, Lunde, Miller

Action Motion 24-40: Approve increasing Street Supervisor pay Grade from Grade 6 to Grade 7.

Public Works Superintendent Dan Kovar explained that as he reviewed the market study grading he recommends the Public Works Street Supervisor position warranted a Grade 7 instead of Grade 6. For reasons that the position is responsible for all supervisory needs during the absence of the director along with the position's already included supervisory responsibilities.

Moved by:	Lunde	Seconded by:	Miller
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

Action Motion 24-41: Approve Folkestad Park, Concrete Cooking Area Project.

The Park Board approved the project and recommends it to the council.
Public Works Director Kovar explained that the money for this project was donated from Roger Folkestad, the balance is at \$33,439.74. Quotes were received from three different vendors, the lowest quote completing all project needs was Kelly Brown.

Moved by:	Lunde	Seconded by:	Gibbs
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

Action Motion 24-42: Approve Transient Merchant License for TNT.

This is a standard, annual license allowing TNT to sell fireworks in the Walmart parking Lot.

Moved by:	Lunde	Seconded by:	Miller
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

Action Motion 24-43: Table the severe weather policy to July's Council Meeting.

Council Member Mark Lunde would like to implement a severe weather policy in place for non-emergency employees. Noting there are policies for just about everything else, however, a policy for severe weather does not exist. The idea is to find some clarification on who makes these decisions and in what circumstances. He had discussions with Administrator Schroeder regarding fairness to employees with the city who must report to work regardless of severe weather conditions. The council tabled the discussion to July's regular meeting asking Lunde and Schroeder to develop a severe weather policy for review.

Moved by:	Miller	Seconded by:	Lunde
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

Action Motion: Approve Conflict of Interest Waiver for SCDP funds for Cynthia Uselman.

Administrator Schroeder explained that the Small Cities Development Program has been advertised with DEED reaching out to several residences. No one has accepted a project. The funds expire the end of August. The program has been in place for over 3 years, with an already approved one-year extension. A second extension is unlikely to be granted. DEED encourages using the remaining funds. It is better not to let it expire and for future programs to receive similar funding amounts.

City Employee Dean Uselman has rental properties in town that funds could be used for. Attorney Jeff Pederson developed conflict of interest waiver documents explaining that the funds could be used by Dean if his spouse Cynthia completes the application. It was noted that conflict-of-interest waivers have been used for past employees.

Moved by:	Lunde	Seconded by:	Miller
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

This is a formality per Attorney Pederson deeding insignificant sections of land from the Greenwood Ave project turning the road from a 90-degree road to a more rounded road. The northern small sections of land will be deeded to the property owners to the north.

Moved by:	Gibbs	Seconded by:	Miller
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

To obtain underground utility easements for electric, water, and sewer with Astera's cancer center addition.

Moved by:	Lunde	Seconded by:	Miller
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

City resident Toby Pierce addressed the council regarding the 80-year anniversary of D-Day. He stated how great that day was for our country, and wanted to highlight the anniversary, and what those soldiers did for the country that day. Council members, staff, and any other attendees agreed.

Public Works Department – Dan Kovar

- Nothing to report.

- Cancer Center is moving slowly as they are waiting for plumbing permits.
- Working on easements for a couple underground projects this summer.
- Will be ordering light poles for next year's state highway projects.

- Nothing to report.

- Will be going forward with advertising to hire another full-time officer.

- Left the meeting, no longer present.

- Getting busier with summer season, nothing else to report.

- Nothing to report

- Not present.

- Recommends implementing an employee volunteer policy. If employees volunteer up to 8 hours for something in the community, they would be able to adjust their time up to 8 hours per year. This is in an effort to get City Employees more involved in the community events.

Dan Sartell: Not Present

Mark Lunde: Annual Wadena Airport fly-in is scheduled Saturday the 22nd.

Jessie Gibbs: Wanted to thank everyone in the community, states he has spent more time in Wadena than anywhere else in his life. Appreciates the support and hopes to continue to see Wadena grow.

Wade Miller: Relayed everything went well with June Jubilee thanking Kim, Sharon, and other Wadena employees for donating time. Hopes to have more city employees involved next year. Made note that the old City owned landfill is involved in the MN Closed Landfill Program. The city owns the property but is not allowed to do anything to it. Routine agreements are signed with MPCA agreeing not to do anything with the land.

Mayor's Report:

Wanted to thank everyone that participated in June Jubilee.

Discussion took place regarding what processes would need to be in place for them to do so.

Had an inquiry from someone with two boys who would like to start an Ice Cream Cart, discussion took place regarding the processes needed to be completed to do so, if any.

**Closed meeting at 5:44pm pursuant to Minnesota Statute 13D.05 Subd. 3(d):
Attorney-Client Privilege for Negotiations**

Motion to Adjourn at 6:13 pm

Moved by:	Gibbs	Seconded by:	Lunde
Vote in favor:	Deiss, Gibbs, Lunde, Miller		

George Deiss, Mayor

Attest: _____
Kim Schroeder, City Administrator

**City of Wadena
Special City Council Minutes
June 24, 2024
5:00 PM**

Call to Order and Roll Call

Comprising a quorum of the City Council, the meeting was called to order at 5:00 pm with the following members present: George Deiss, Mark Lunde, Wade Miller, Jessie Gibbs, and Dan Sartell. Staff and Public present: Administrator Kim Schroeder, Utility Superintendent Dave Evans, Deb Wiese, and Mac Nelson.

Action Motion 24-47: Unanimously accepted Water Foreman Gary Peters retirement notice effective August 3, 2024.

Moved by:	Sartell	Seconded by:	Lunde
Vote in Favor:	Deiss, Gibbs Lunde, Miller, Sartell		

Action Motion 24-48: Unanimously authorized utility superintendent Dave Evans to advertise vacant water department position(s).

The utility union agreement requires first consideration be given to present employees covered under the agreement for a period of 10 days. Upon promotion or assignment of an internal employee, the employee would be on a trial period of ninety (90) days.

Moved by:	Miller	Seconded by:	Lunde
Vote in favor:	Deiss, Gibbs, Lunde, Miller, Sartell		

Action Motion 24-49: Unanimously tabled filling vacant council position until the July 9, 2024, regular meeting.

Two interested individuals were present, Mac Nelson and Deb Wiese, and an interested individual Kent Schmidt was absent.

Council member Dan Sartell expressed concerns that the city should advertise the vacancy to allow all members of the public the opportunity rather than reaching out to specific individuals along with stating that Schmidt was absent and that it wasn't reasonable to make a decision without all parties present.

Moved by:	Lunde	Seconded by:	Sartell
Vote in favor:	Deiss, Gibbs, Lunde, Miller, Sartell		

Motion to Adjourn at 5:18 pm

Moved by:	Gibbs	Seconded by:	Lunde
Vote:	Deiss, Gibbs, Lunde, Miller, Sartell		

George Deiss, Mayor

Attest: _____
Kim Schroeder, City Administrator

**City of Wadena
Action Memorandum 24-50**

Subject: Salsa Festival, Street Closure & BN Park Request

From: Dean Uselman, WDA Director

Agenda of: July 9, 2024

Background Information:

Request the use of BN Park and Aldrich Ave SW from Jefferson Street S to the gazebo. Request street closure/barricade on Saturday, September 21st, 8am until 8pm to accommodate Salsa Festival activities safely.

Action Request:

Approve the use of BN Park and temporary street closure of Aldrich Ave SW.

Council Action: ☐ **Approved**

☐ **Defeated**

☐ **Amended:** _____

**City of Wadena
Action Memorandum 24-43**

Subject: City of Wadena Adverse Weather Policy

From: Council Member Mark Lunde

Agenda of: June 11, 2024 and July 9, 2024

Background Information:

To discuss setting a policy for employee safety during severe weather conditions.

It is clear what happens in the public works department, even for other departments such as police and electric. Looking at discussions for non-emergency employees to alleviate questions, frustrations, etc. to define when the offices or departments are closed, who's responsible for the decision, and under what circumstances.

Following the June meeting, Administrator Schroeder reached out to several cities and received the same common theme as written in the policy recommended for approval.

- Adverse Weather Conditions Policy

Action Requested:

Approve the Adverse Weather Conditions Policy

Council Action: ☐ **Approved**

☐ **Defeated**

☐ **Amended:** _____



Adverse Weather Conditions Policy

The City of Wadena adopts the following weather closing policy:

1. The City Administrator and respective supervisor is authorized to order the closure of city offices in Wadena when it is not reasonably possible for employees to travel within the City or surrounding boundaries of Wadena.
2. All city employees are encouraged to avoid unnecessary risk to their personal safety when traveling to or from their place of work. Those employees not defined as “essential employees” under the Minnesota Public Employment Labor Relations Act, and not performing road maintenance duties, refuse pick-up or critical utility work, may choose not to report to work, or to leave work early, as weather conditions require in the interest of their personal safety. Department heads or supervisors must approve this absence from work, prior to or after the fact.
3. Those employees who are unable to safely report to work, as provided above, may select one or more of the following ways to account for their normal work hours missed, subject to the approval of their department head or supervisor:
 - a. By utilizing a corresponding number of hours of accrued vacation leave; or
 - b. By utilizing a corresponding number of hours of accrued sick leave; or
 - c. By utilizing a corresponding number of accrued compensatory time (accrued overtime); or
 - d. By taking a corresponding number of hours without compensation.
4. Notification of city business closures will be completed in the best available timeframe via social media and at city owned locations so long as it does not put any employee at risk.
5. Employees with questions regarding this policy should contact their immediate supervisor.

This policy has been adopted by the Wadena City Council on July 9, 2024.

Kim Schroeder
City Administrator



Legislative History

First Reading: July 9, 2024
Second Reading: August 13, 2024
Publication Date: August 8, 2024

Action:
Vote:

Yes:	No:	Absent:

ORDINANCE NO. 248 AN ORDINANCE CREATING AND REGULATING THE USE OF MOBILE FOOD UNITS WITHIN THE CITY OF WADENA

The City Council of the City of Wadena hereby ordains:

CHAPTER 125. MOBILE FOOD TRUCKS

SECTION 125.01. DEFINITIONS

1. **Definitions.** As used in this chapter, the following terms shall have the following meanings:
 - A. “Applicant” means a person who applies for a Mobile Food Unit License.
 - B. “City” means the City of Wadena.
 - C. “Council” means the City of Wadena City Council.
 - D. “Licensee” means a person who possesses a Mobile Food Unit License.
 - E. "Mobile Food Unit" means a food and beverage service establishment that is a vehicle mounted unit, either motorized or trailered, and readily movable, without disassembling, for transport to another location for the purpose of Vending.
 - F. “Operator” includes any person, firm, or corporation who owns, leases, contracts or in any other fashion permits a person to operate under this Ordinance any Mobile Food Unit for the purpose of Vending, including the person driving or working in any such Unit.
 - G. "Vend" or "Vending" means offering food or beverage for sale from a Mobile Food Unit within the City limits.

SECTION 125.02 PERMIT AND LICENSES REQUIRED

2. **License Required.** No Operator shall Vend from a Mobile Food Unit within the City

unless a license to do so is first obtained from the City. There shall be three types of licenses issued to Mobile Food Units by the City:

- (a) Annual Property Owner Owned Mobile Unit License.
- (b) Per Occurrence License for visiting Mobile Food Units.
- (c) Annual License for visiting Mobile Food Units.

The License Fees shall be established by resolution adopted by the Council and shall entitle the Operator to Vend from one such vehicle for the time period specified in the license.

3. **License Application and Approval.** Application for a Mobile Food Unit License shall be made in writing to the City Administrator.
 - A. **License Fee.** The License Fee is due at the time of filing the application. Payment may be made by either cash or check, payable to the City.
 - B. **Required Information.** The City Administrator may require certain information on the application as it deems reasonable and necessary including but not limited to the following:
 - i. **Applicant Information.** Name and address of the Applicant; name and address of proposed Vending location, including a signed authorization from the property owner(s) of where the Mobile Food Unit will be located.
 - ii. **Particular Information about Mobile Food Unit.** Vehicle registration and licensing, types of equipment, power sources, installation specifications, and information on any custom fabricated equipment within the Unit.
 - iii. **Proof of Compliance.** Copies of all licenses or permits required by the State of Minnesota Health Department.
 - iv. **Indemnity.** A signed statement that the Applicant will defend, indemnify, and hold the City harmless from any and all claims for damage to property or injury to persons which might result or arise out of the Applicant's operation of a Mobile Food Unit as permitted by this Ordinance.
 - v. **Insurance.** A certificate of insurance showing the Applicant has obtained the following types of coverage:
 - a. **Minimum liability and contractual liability policy** in the amount of one hundred thousand dollars (\$100,000.00) per person.
 - b. **Food Products Liability** in the amount of one hundred thousand dollars (\$100,000.00) per person.
 - c. **Property Damage** in the amount of one hundred thousand dollars (\$100,000.00) per incident.
 - d. **Bodily injury** in the amount of three hundred thousand dollars

(\$300,000.00) for each accident for bodily injury.

vi. **Scope of Insurance.** Each policy mentioned above must protect the Applicant, property owners, and the City from all claims for damage to property or bodily injury, including death, which may arise from the Applicant's operation of a Mobile Food Unit. The policies shall further provide that they may not be cancelled except upon 30 days' written notice filed with the City Administrator. No license issued under this Ordinance shall be valid at any time the insurance required by this clause is not maintained and evidence of its continuance is on file with the City Administrator. A certificate of insurance shall contain an acknowledgement signed by the insurer that prior to modification, cancellation or termination of the subject policy, written notice shall be sent to the City Administrator by said insurance company.

vii. **Final Approval.** Upon receipt of all required information and the payment of all required license fees, the City Administrator shall approve the application.

4. **Transfer of License Prohibited.** The Mobile Food Unit license may not be transferred to another person or entity. Each license is valid for only one Mobile Food Unit.
5. **Limitations on Vending Activity.** The following restrictions apply to Mobile Food Unit Operators throughout the City:
 - A. An Operator shall not set up any dining area on public property, including but not limited to, tables, chairs, booths, stools, benches, or stand-up counters.
 - B. An Operator may only serve customers when the Mobile Food Unit is lawfully stopped. At no time shall any sales be made from a portable store or food truck while it is in motion.
 - C. An Operator must comply with all posted parking restrictions.
 - D. All waste liquids, garbage, litter, and refuse shall be kept in leak proof, nonabsorbent containers which shall be kept covered with tight-fitting covers and properly disposed of. No waste liquids, garbage, litter or refuse shall be dumped or drained into sidewalks, streets, gutters, drains, trash receptacles, or any other place other than the Mobile Food Unit. The garbage receptacle shall be easily accessible for customer use. The Licensee and Property Owner shall be responsible for all litter and garbage left by customers.
 - E. The Operator must comply with the Minnesota Food Code.
 - F. Mobile Food Unit hours of operation must comply with the City's existing noise ordinance, as it may be updated from time to time.
 - G. An operator shall not operate from any vending activity within 75 feet of the nearest property line of any restaurant within the City.
 - H.

6. **Compliance with State law.** Any Mobile Food Unit wishing to operate within the City must first meet all licensing and registration requirements under the laws of the State of Minnesota. Proof of compliance with State law is required.
7. **Notice from Annual License Holders.** Mobile Food Units which purchase an Annual License must give at least two (2) weeks prior notice to the City of the Mobile Food Unit's desire to Vend in the City on its selected date. If the Mobile Food Unit does not provide at least two (2) weeks prior notice to the City of its desire to Vend in the City on a selected date, then the Mobile Food Unit shall be considered in violation of this ordinance and subject to the Penalty and Enforcement provisions in Paragraph 10.
8. **Exempt events.** The following City events are partially exempt from certain requirements and application of this Ordinance: June Jubilee weekend and approved Farmers' Markets operating within City owned parks, or event designated as exempt by the Council. The City Council reserves the right to partially exempt certain events that may take place in a City operated parking lots, road right of way, or City park.

(a) **Exemption.** The events identified immediately above shall not be required to adhere to Paragraph 5(a) of this Ordinance. Moreover, a separate fee schedule for these exempt events shall be applicable, which separate fee schedule shall be set by the event's organizer. The separate fee schedule set by the event's organizer shall not set any license fee lower than the City's current fee schedule for Mobile Food Units.
9. **Penalty and Enforcement.** Any person, firm, or corporation who violates any part of this Ordinance shall be guilty of a misdemeanor and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.
10. **License Suspension, Revocation and Denial.** Any license issued by the City pursuant to the provisions of this Ordinance may be suspended, revoked, or, if in connection with the application or renewal of a license, denied upon a finding that the Licensee:
 - A. Failed to comply with any applicable state law, city ordinance, Minnesota Food Code, or state or county health regulation relating to a Mobile Food Unit.
 - B. Failed to possess any license, permit, or approval from any state or county authority needed in order to legally operate the Mobile Food Unit within the State of Minnesota or Wadena County.
 - C. Violated any provision of this Ordinance.
 - D. Failed to comply with any condition set forth in the license.
 - E. Allowed the Mobile Food Unit business to be operated or maintained in a way that unreasonably annoyed, endangered or injured the safety, health, morals, comfort or repose of any considerable number of members of the public; or
 - F. Provided false or misleading information on the application.
11. **Effective Date.** This Ordinance shall be in full force and effect from its date of

publication.

Adopted by the City Council this xx day of August 2024.

George Deiss, Mayor

ATTEST:

Kim Schroeder, City Administrator

**City of Wadena
Action Memorandum 24-51**

Subject: Apprentice Line Worker Job Description

From: Kim Schroeder, City Administrator

Agenda of: July 9, 2024

Background Information:

With the new pay grade system, the position title and grade for Apprentice Line Worker was established and entered in the union contract.

- Attached: Apprentice Line Worker job description

Action Request:

Approve the Apprentice Line Worker job description and grade and step structure as follows:

Section 3. Grade and Step placement for Apprentice Line Worker.

- A. Apprentice Line Worker Grade placement is Grade 7.
- B. Apprentice Line Worker step placement will be limited to no greater than Step 5 with hire step placement based on the journeyman books completed.
- C. Apprentice Line Worker probation period will be no greater than five years, or Step 5 of Grade 7, with the employer retaining the right to terminate employee if journeyman certification is not achieved.

Council Action: ☐ **Approved**

☐ **Defeated**

☐ **Amended:** _____



Something is happening here....

Job Title: Apprentice Line Worker

Department: Utilities

Reports to: Utilities Superintendent and Line Foreman

Revision date: June 2024

Summary

Performs skilled work in the construction, maintenance, operation, and repair of the electrical distribution systems.

Essential Functions of the Position

- Assists with construction overhead and underground electrical transmission and distribution facilities in accordance with local, state, federal and NESC regulations.
- Replaces de-energized transformers, poles, overhead and underground electrical lines.
- Installs vaults and underground electrical equipment in accordance with specifications.
- Pulls wire for both overhead and underground conductors.
- Prepares time sheets, and trouble reports.
- Performs and assists line work from the ground.
- Cuts and trims right-of-ways for line clearance.
- Operates department equipment including bucket trucks, digger derrick, backhoes, plows, skid steer, forklift and front-end loader.
- Operates safety equipment, which includes hot sticks, phasing sticks, rubber cover up, and other rubber protective goods.
- Installs and pulls electrical meters and CT metering.
- Attends safety meeting as required and follows necessary safety precautions.
- Attends training as required.
- Performs other duties as apparent or assigned.

Qualifications Requirements

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

High school diploma or general education degree (GED). One (1) year technical school with completion of line worker course. In the process of completing four (4) year apprentice program. Technical training is preferred.

Language Skills

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, maps, procedure, and repair manuals.
- Ability to prepare work orders and trouble reports.
- Ability to communicate effectively orally and in writing with supervisors, other employees, and the public.
- Ability to hear, read, understand, and carry out oral and written instructions.

Mathematical Skills

- Ability to make computations using whole numbers, fractions, and decimals.
- Ability to compute rates, ratios, and percentages.
- Ability to compute Ohms Law and other electrical formulas.

Other Knowledge, Skills and Abilities

- Knowledge of power line clearance methods such as tree trimming and right-of-way.
- Knowledge of National Electric Safety Code for construction.
- Knowledge of OSHA rules and regulations.
- Knowledge of the "Right to Know-Safety Material Data Information"
- Knowledge of the specifications of line construction.
- Knowledge of testing and locating equipment, including cable locators, fault finding equipment, voltage recorders, volt meters, cable phasing sticks, voltage test point meter, phase rotation meter, and meter test equipment.
- Knowledge of methods, techniques, tools, materials, and equipment used in the construction and maintenance of electrical distribution systems.
- Knowledge of the operation of department equipment.
- Knowledge of emergency operating procedures.
- Ability to be on call and respond to calls during non-work hours.
- General knowledge of computer operations and software programs.

Certificates, Licenses, Registrations

- Valid Minnesota Class A Commercial Driver's License (CDL) with airbrake endorsement or eligibility to be licensed.
- CPR and First Aid Certification

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, use hands to finger, handle, or feel objects, tools, or controls, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl and talk or hear. The employee frequently is required to walk. The employee is occasionally required to sit and taste or smell.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distant vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in high, precarious places (up to 140 feet), in outside weather conditions and is regularly exposed to risk of electrical shock. The employee frequently regularly works near moving mechanical parts and frequently exposed to vibration. The employee occasionally works in wet, humid conditions, and the employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, extreme heat and risk of radiation.

The noise level in the work environment is usually loud.

Acknowledgment

I have read the requirements for this position and am able to perform all essential functions and physical demands associated with this position.

Applicant's Signature: _____

Applicant's Printed Name: _____

Date: _____

**City of Wadena
Action Memorandum 24-52**

Subject: Police Dept, Sourcewell LE Grant 2024

From: Naomi Plautz, Police Chief

Agenda of: July 9, 2024

Background Information:

Beginning fiscal year July 2024, Sourcewell has created grant funding opportunities for Law Enforcement & Fire Departments separate from City grants.

A \$50,000 Sourcewell grant is available for equipment and necessities as needed with a local match of 25%, or \$12,500. Grant applications begin July 15, 2024, on a first come first serve basis until funds run out. This funding source is available annually.

Additionally, and to be clear, police and fire will receive individual grant opportunities. They are not applying for the same pot of money.

A list of items the department is requesting with this grant is attached.

Action Requested:

Approve the police department Sourcewell grant application up to \$50,000, requiring a local match of \$12,500.

Council Action: ☐ **Approved**

☐ **Defeated**

☐ **Amended:** _____

[illegible]

**City of Wadena
Action Memorandum 24-53**

Subject: TH10/71/29 MnDOT Appraisals and Property Interest Offers of Compensation for City Owned Property

From: Kim Schroeder, City Administrator

Agenda of: July 9, 2024

Background Information:

MnDOT is in need of property interests throughout the 2025 state highway projects. Attached are the offer letters, legal descriptions, and arial maps of the properties located at:

- 110 Harry Rich Dr, Sunnybrook Park
 - \$76,300.00; \$50,626.00 real estate, \$25,674 loss in value
- 304 1st Street SW, (old) Library Building
 - \$500.00 loss in value
- 9th Street, southern sliver of road between Merickel Lumber and Westside Sports
 - \$500.00 loss in value
- Municipal parking lot Colfax and 1st Street SW
 - \$1,200.00 loss in value

Action Requested:

Approve MnDOT's offers of compensation for city owned properties.

Council Action: ☐ **Approved**
☐ **Defeated**
☐ **Amended:** _____

Date: _____

Village of Wadena
222 - 2nd Street SE
PO Box 30
Wadena, MN 56482

State Project #: 8001-44RW
Control Section #: 8001 (10=2) 321
Project Job #: TRW237477
County: Wadena
Parcel: 241C - City Of Wadena
Property Address: 110 Harry-Rich Dr, Wadena, MN 56482

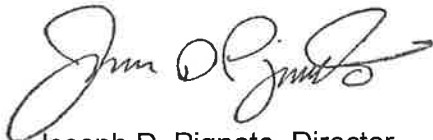
The State of Minnesota, acting through its Department of Transportation (MnDOT), will be purchasing a portion of your property for improvements to Highway 10. The person delivering this purchase package is a representative of MnDOT and will explain the procedures involved in the land acquisition process.

This package includes a copy of an appraisal completed by MnDOT for the property being purchased. The certified appraised amount offered to you is \$76,300.00. This amount includes \$50,626.00 for the real estate being acquired and \$25,674.00 for damages or loss in value to the remaining property.

In accordance with Federal and State laws and regulations, eligible property owners and/or occupants of the property on the date of this purchase offer may be entitled to relocation assistance and benefits.

It is important that you review all of the information provided in this purchase package. It will help explain your rights during the purchasing process and assist you in making your decisions. If at any time you have questions or concerns, please contact your MnDOT representative.

Sincerely,



Joseph D. Pignato, Director
Office of Land Management

Enclosures:

"Guide for Property Owners" Booklet

Legal Description describing acquisition

Offer to Sell and Memorandum of Conditions (reference copy if applicable)

Conveyance Instrument (reference copy if applicable)

"Relocation Assistance" Booklet (if applicable)

Valuation Report

Appraisal Reimbursement Claim form

Acquisition Incidental Claim form

Plat map (if applicable)

Parcel sketch

Receipt of Valuation Report:

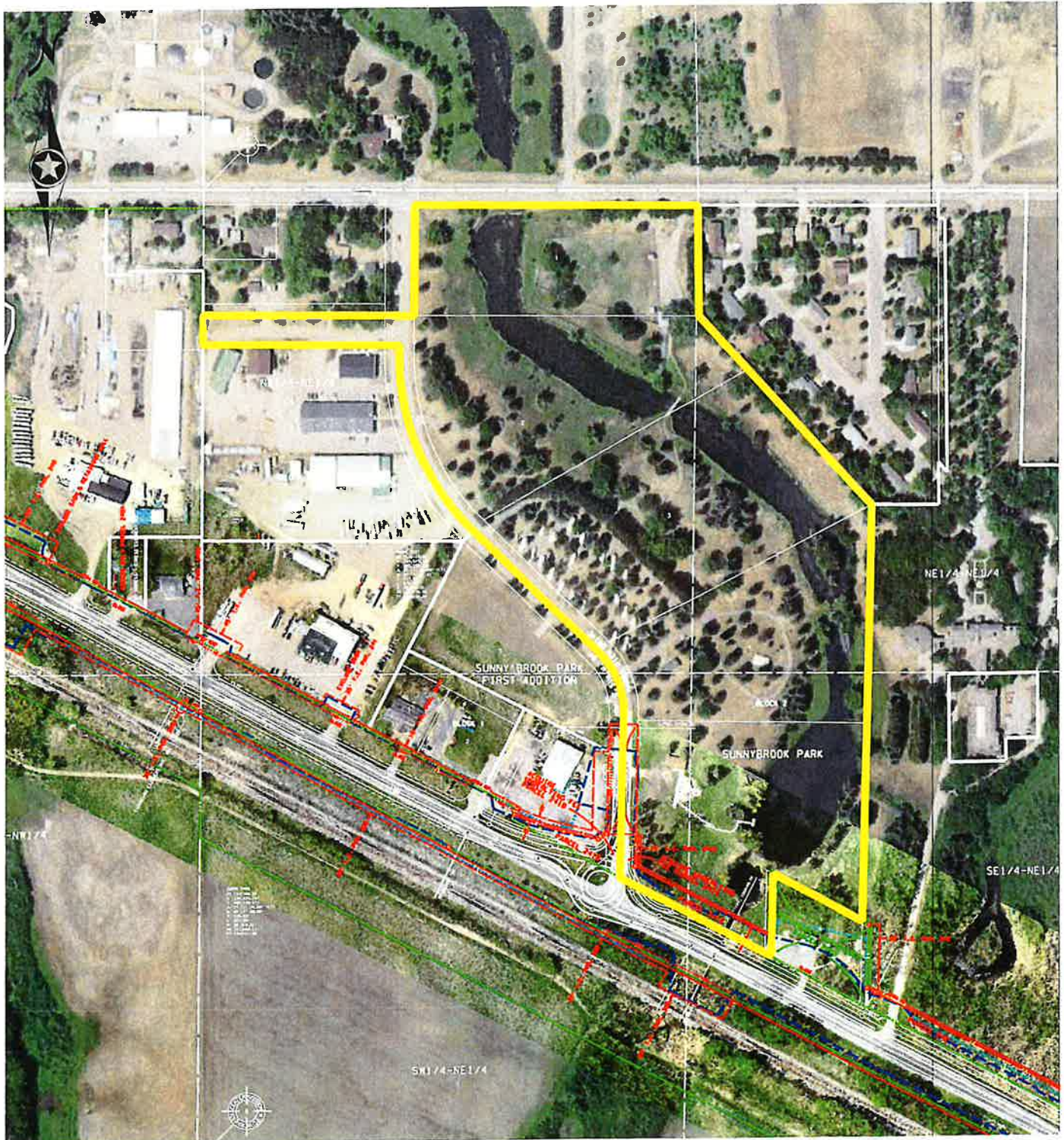
Date: _____

Owner: _____

Control Section: 8001 (10=2) 321
State Project: 8001-44RW
Owner: Village Of Wadena

County: Wadena

Parcel Number: 241C
Sheet 2 of 4
Scale 1 inch = 400 ft.



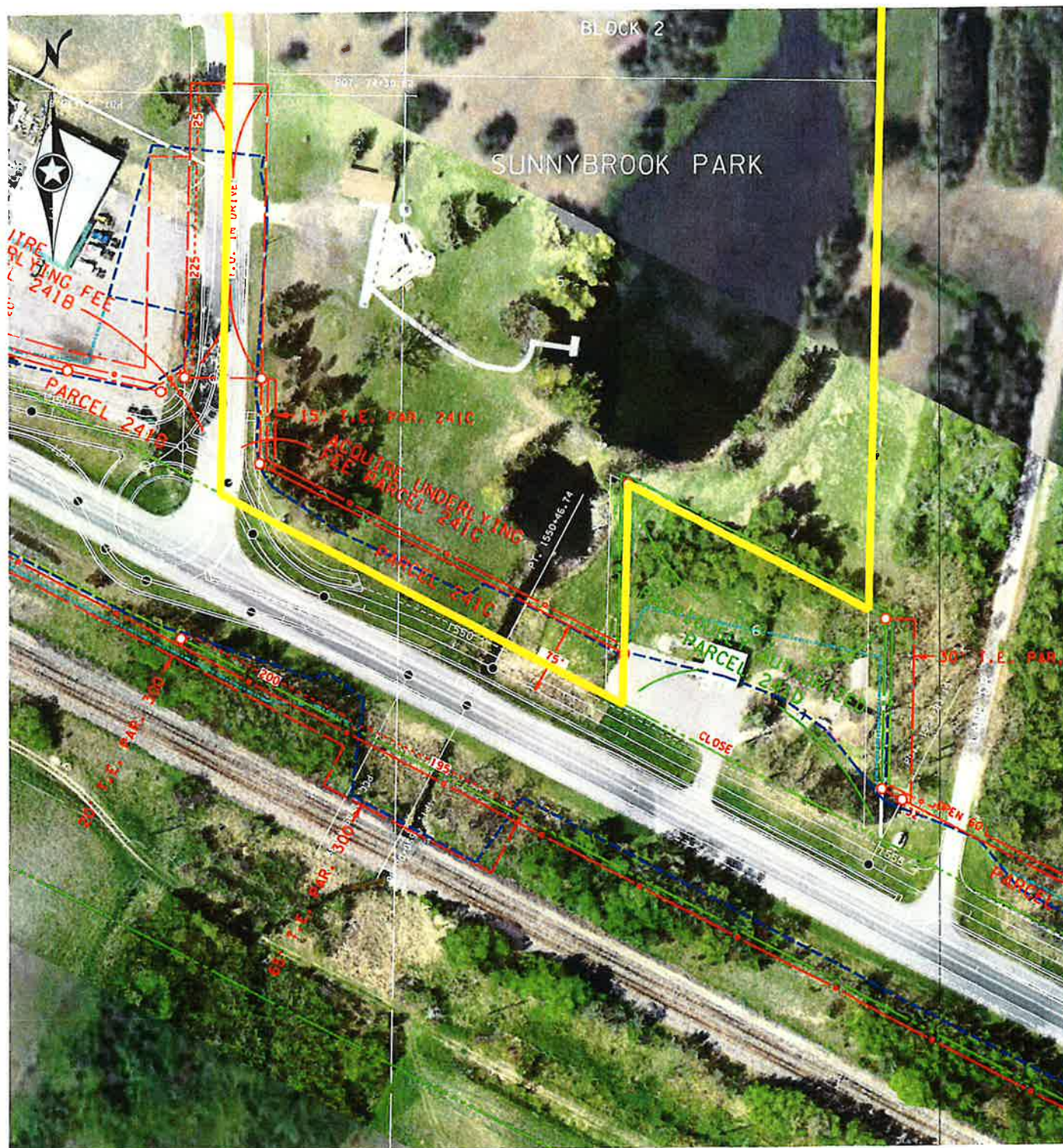
Control Section: 8001 (10=2) 321
State Project: 8001-44RW
Owner: Village Of Wadena

County: Wadena

Parcel Number: 241C
Sheet 1 of 4
Scale 1 inch = 400 ft.



Parcel Number: 241C
Sheet 4 of 4
Scale 1 inch = 150 ft.



Control Section: 8001 (10=2) 321
State Project: 8001-44RW
Owner: Village Of Wadena

County: Wadena

Parcel Number: 241C
Sheet 3 of 4
Scale 1 inch = 150 ft.



Date: 2-20-24 Sent by Certified Mail

City of Wadena
222 - 2nd St. SE
PO Box 30
Wadena, MN 56482

State Project #: 8003-37RW
Control Section #: 8002 (29=184) 242
Project Job #: TRW238388
County: Wadena
Parcel: 24 - City of Wadena
Property Address: 304 1st St SW, Wadena, MN 56482

The State of Minnesota, acting through its Department of Transportation (MnDOT), will be purchasing an interest in your property for improvements to Highway 29. The person delivering this purchase package is a representative of MnDOT and will explain the procedures involved in the acquisition process.

This package includes a copy of an appraisal completed by MnDOT for the property interest being purchased. The certified appraised amount offered to you is \$1,200.00. This amount is for damages or loss in value to the remainder property.

In accordance with Federal and State laws and regulations, eligible property owners and/or occupants of the property on the date of this purchase offer may be entitled to relocation assistance and benefits.

It is important that you review all of the information provided in this purchase package. It will help explain your rights during the purchasing process and assist you in making your decisions. If at any time you have questions or concerns, please contact your MnDOT representative.

Sincerely,



Joseph D. Pignato, Director
Office of Land Management

Enclosures:

"Guide for Property Owners" Booklet

Legal Description describing acquisition

Offer to Sell and Memorandum of Conditions (reference copy if applicable)

Conveyance Instrument (reference copy if applicable)

"Relocation Assistance" Booklet (if applicable)

Valuation Report

Appraisal Reimbursement Claim form

Acquisition Incidental Claim form

Plat map (if applicable)

Parcel sketch

Receipt of Valuation Report:

Date: _____

Owner: _____

TEMPORARY EASEMENT

C.S. 8002 (29=184) 242
Parcel 24
County of Wadena

Date: _____

For and in consideration of the sum of _____ Dollars (\$ _____),

City of Wadena, a municipal corporation under the laws of the state of Minnesota, Grantor, hereby grants to the State of Minnesota, Grantee, a temporary easement to be used for highway purposes on all that part of the following described property in Wadena County, Minnesota:

The right to use the northeasterly 6 feet of Tract A described below for highway purposes, which right shall cease on December 1, 2030, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes;

Tract A. Lots 10, 11 and 12, Block 14, TOWN OF WADENA, according to the plat thereof on file and of record in the office of the County Recorder in and for Wadena County, Minnesota;

excepting therefrom the existing bench/concrete, landscaping and curb and gutter situate thereon.

Grantor is the owner of the above-described premises and has the lawful right and authority to convey and grant the temporary easement herein granted.

The said Grantor does hereby release the State of Minnesota from any claims for damages to the fair market value of the above-described area covered by this temporary easement and for its use, or any claims for damages to the fair market value of the remaining property of Grantor caused by the use of the temporary easement, including grading and removal of materials from said easement area for highway purposes. Notwithstanding the foregoing,

Grantor does not release any claims Grantor may have as a result of the negligence of the Grantee, its agents or contractors, in conducting any of the above activities.

CITY OF WADENA

By _____
Its _____

STATE OF MINNESOTA)
)SS.
COUNTY OF WADENA)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by _____ the _____ of the City of Wadena, a municipal corporation under the laws of the state of Minnesota, on behalf of the municipal corporation

NOTARY PUBLIC
My commission expires: _____

This instrument was drafted by the
State of Minnesota, Department of
Transportation, Legal and Property
Management Unit,
395 John Ireland Blvd.
St. Paul, MN 55155-1800

AS
October 4, 2023
8002-242-24

Parcel 24 C.S. 8002 (29=184-24-2)

S.P. 8003-37RW

The right to use the northeasterly 6 feet of Tract A described below for highway purposes, which right shall cease on December 1, 2030, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes;

Tract A. Lots 10, 11 and 12, Block 14, TOWN OF WADENA, according to the plat thereof on file and of record in the office of the County Recorder in and for Wadena County, Minnesota;

excepting therefrom the existing bench/concrete, landscaping and curb and gutter situate thereon.

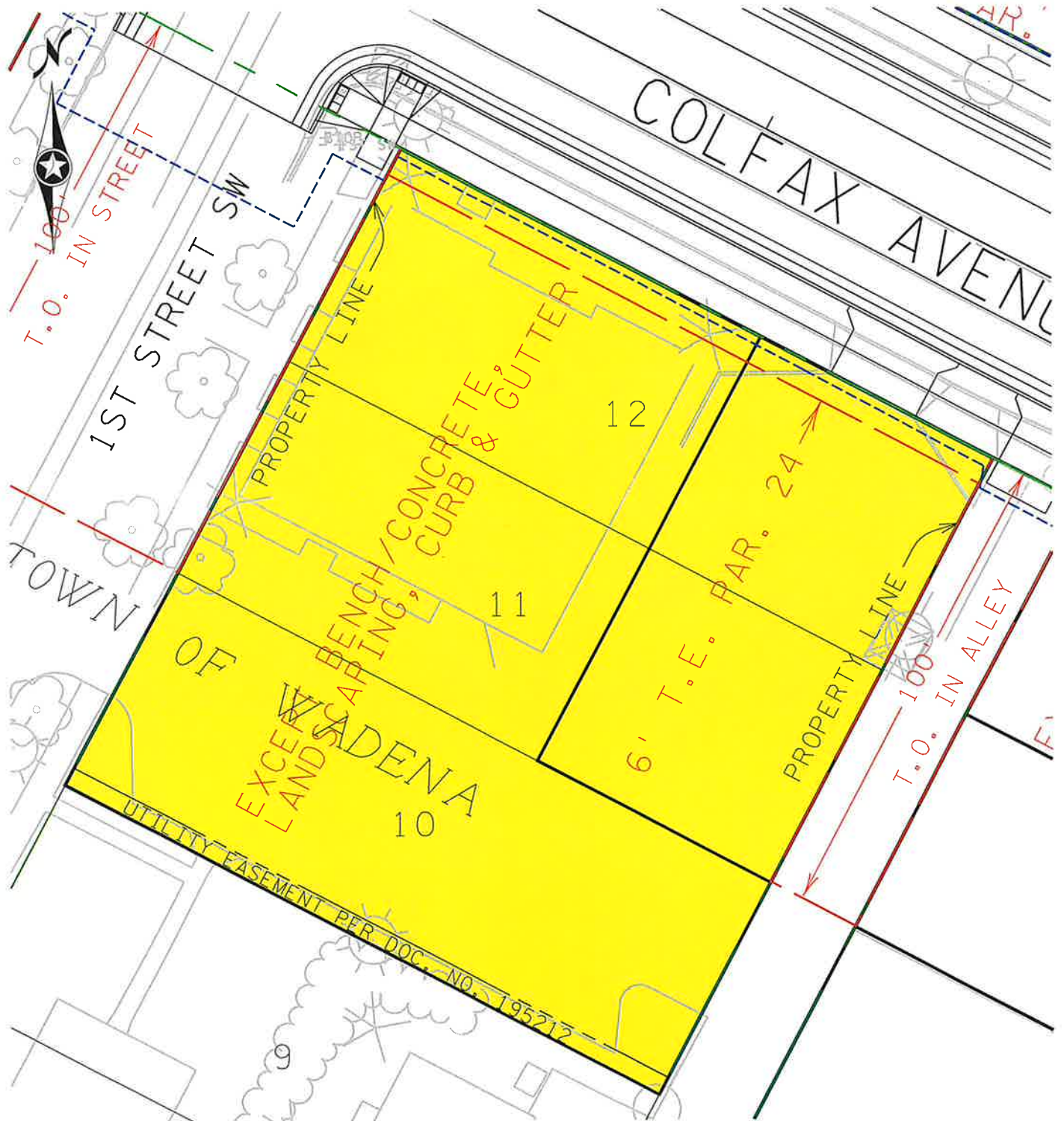
Parcel Number: 24
Sheet 2 of 2
Scale 1 inch = 30 ft.



Control Section: 8002 (29=184) 242
State Project: 8003-37RW
Owner: City of Wadena

County: Wadena

Parcel Number: 24
Sheet 1 of 2
Scale 1 inch = 30 ft.



Date: _____

City of Wadena
222 - 2nd St. SE
PO Box 30
Wadena, MN 56482

State Project #: 8001-44RW
Control Section #: 8001 (10=2) 321
Project Job #: TRW238184
County: Wadena
Parcel: 321J - City of Wadena
Property Address: Wadena, MN 56482

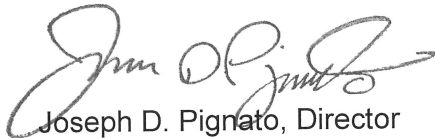
The State of Minnesota, acting through its Department of Transportation (MnDOT), will be purchasing an interest in your property for improvements to Highway 10. The person delivering this purchase package is a representative of MnDOT and will explain the procedures involved in the acquisition process.

This package includes a copy of an appraisal completed by MnDOT for the property interest being purchased. The certified appraised amount offered to you is \$500.00. This amount is for damages or loss in value to the remainder property.

In accordance with Federal and State laws and regulations, eligible property owners and/or occupants of the property on the date of this purchase offer may be entitled to relocation assistance and benefits.

It is important that you review all of the information provided in this purchase package. It will help explain your rights during the purchasing process and assist you in making your decisions. If at any time you have questions or concerns, please contact your MnDOT representative.

Sincerely,



Joseph D. Pignato, Director
Office of Land Management

Enclosures:

"Guide for Property Owners" Booklet

Legal Description describing acquisition

Offer to Sell and Memorandum of Conditions (reference copy if applicable)

Conveyance Instrument (reference copy if applicable)

"Relocation Assistance" Booklet (if applicable)

Valuation Report

Appraisal Reimbursement Claim form

Acquisition Incidental Claim form

Plat map (if applicable)

Parcel sketch

Receipt of Valuation Report:

Date: _____

Owner: _____

TEMPORARY EASEMENT

C.S. 8001 (10=2) 321
Parcel 321J
County of Wadena

Date: _____

For and in consideration of the sum of _____ Dollars (\$ _____),

County of Wadena, a body politic and corporate under the laws of the state of Minnesota, Grantor, hereby grants to the State of Minnesota, Grantee, a temporary easement to be used for highway purposes on all that part of the following described property in Wadena County, Minnesota:

All of the following:

A temporary easement for highway purposes in that part of OUTLOT D, MERICKEL'S INDUSTRIAL PARK, shown as Parcel 321J on Minnesota Department of Transportation Right of Way Plat Numbered 80-25 as the same is on file and of record in the office of the County Recorder in and for Wadena County, Minnesota, by the temporary easement symbol, said easement shall cease on December 1, 2029, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes.

Grantor is the owner of the above described premises and has the lawful right and authority to convey and grant the temporary easement herein granted.

The said Grantor does hereby release the State of Minnesota from any claims for damages to the fair market value of the above-described area covered by this temporary easement and for its use, or any claims for damages to the fair market value of the remaining property of Grantor caused by the use of the temporary easement, including grading and removal of materials from said easement area for highway purposes. Notwithstanding the foregoing,

Grantor does not release any claims Grantor may have as a result of the negligence of the Grantee, its agents or contractors, in conducting any of the above activities.

COUNTY OF WADENA

By _____
Its Chairman of the County Board

And _____
Its Auditor in his capacity as
Clerk of the County Board

STATE OF MINNESOTA)
)SS.
COUNTY OF WADENA)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by _____ and _____, the Chairman of the County Board and Auditor in his capacity as Clerk of the County Board of County of Wadena, a body politic and corporate under the laws of the state of Minnesota, on behalf of the body politic and corporate.

NOTARY PUBLIC

My commission expires: _____

This instrument was drafted by the
State of Minnesota, Department of
Transportation, Legal and Property
Management Unit,
395 John Ireland Blvd.
St. Paul, MN 55155-1800

October 17, 2023
8001-321-321J

DKG

AS
SM

Parcel 321J C.S. 8001 (10=2-32-1)

S.P. 8001-44RW

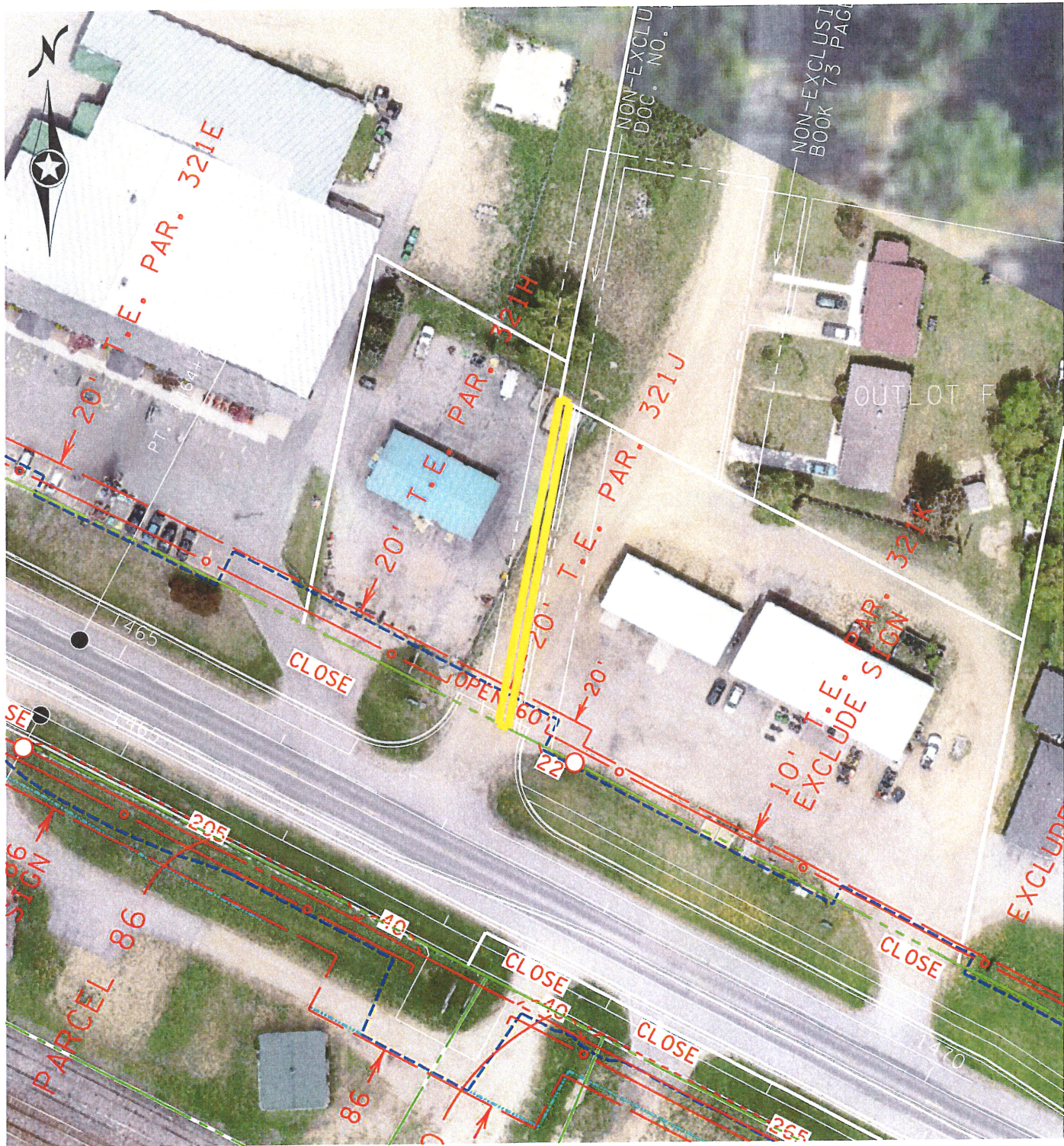
All of the following:

A temporary easement for highway purposes in that part of OUTLOT D, MERICKEL'S INDUSTRIAL PARK, shown as Parcel 321J on Minnesota Department of Transportation Right of Way Plat Numbered 80-25 as the same is on file and of record in the office of the County Recorder in and for Wadena County, Minnesota, by the temporary easement symbol, said easement shall cease on December 1, 2029, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes.

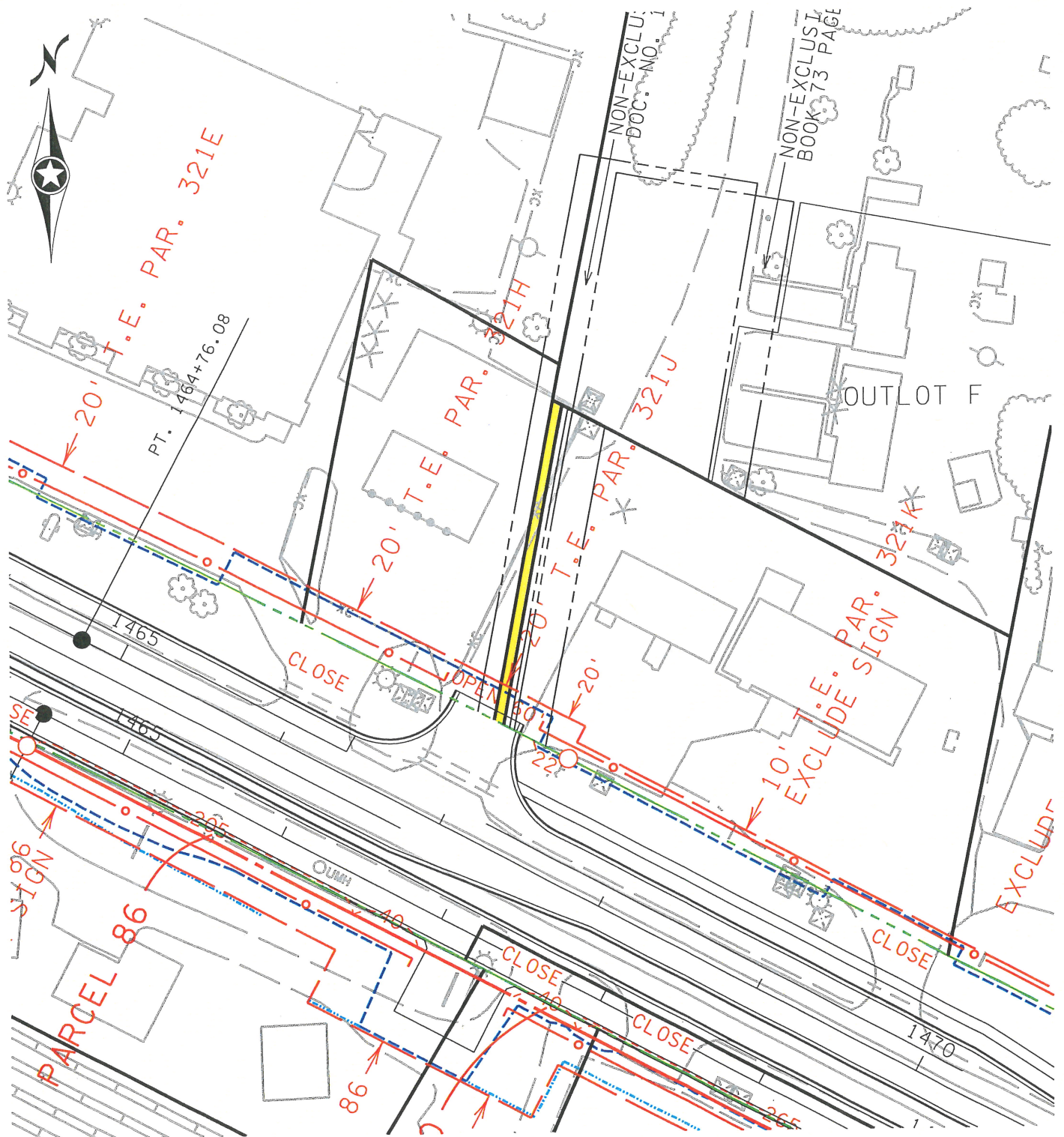
Control Section: 8001 (10=2) 321
State Project: 8001-44RW
Owner: City of Wadena

County: Wadena

Parcel Number: 321J
Sheet 2 of 2
Scale 1 inch = 80 ft.



Parcel Number: 321J
Sheet 1 of 2
Scale 1 inch = 80 ft.



Date: _____

City of Wadena
222 - 2nd St. SE
PO Box 30
Wadena, MN 56482

State Project #: 8003-37RW
Control Section #: 8002 (29=184) 242
Project Job #: TRW238343
County: Wadena
Parcel: 23 - City of Wadena
Property Address: PO Box 30, Wadena, MN 56482

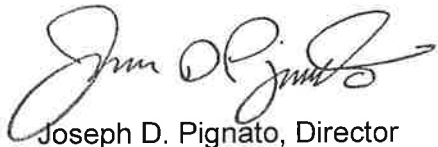
The State of Minnesota, acting through its Department of Transportation (MnDOT), will be purchasing an interest in your property for improvements to Highway 29. The person delivering this purchase package is a representative of MnDOT and will explain the procedures involved in the acquisition process.

This package includes a copy of an appraisal completed by MnDOT for the property interest being purchased. The certified appraised amount offered to you is \$500.00. This amount is for damages or loss in value to the remainder property.

In accordance with Federal and State laws and regulations, eligible property owners and/or occupants of the property on the date of this purchase offer may be entitled to relocation assistance and benefits.

It is important that you review all of the information provided in this purchase package. It will help explain your rights during the purchasing process and assist you in making your decisions. If at any time you have questions or concerns, please contact your MnDOT representative.

Sincerely,



Joseph D. Pignato, Director
Office of Land Management

Enclosures:

"Guide for Property Owners" Booklet

Legal Description describing acquisition

Offer to Sell and Memorandum of Conditions (reference copy if applicable)

Conveyance Instrument (reference copy if applicable)

"Relocation Assistance" Booklet (if applicable)

Valuation Report

Appraisal Reimbursement Claim form

Acquisition Incidental Claim form

Plat map (if applicable)

Parcel sketch

Receipt of Valuation Report:

Date: _____

Owner: _____

TEMPORARY EASEMENT

C.S. 8002 (29=184) 242
Parcel 23
County of Wadena

Date: _____

For and in consideration of the sum of _____ Dollars (\$ _____),

City of Wadena, a municipal corporation under the laws of the state of Minnesota, Grantor, hereby grants to the State of Minnesota, Grantee, a temporary easement to be used for highway purposes on all that part of the following described property in Wadena County, Minnesota:

The right to use that part of Tract A described below for highway purposes, which right shall cease on December 1, 2030, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes;

Tract A. Lots 7 and 8, Block 11, TOWN OF WADENA, according to the plat thereof on file and of record in the office of the County Recorder in and for Wadena County, Minnesota, EXCEPT the westerly 90 feet of said Lot 7 and the southerly 9 feet of the westerly 90 feet of said Lot 8;

which lies southeasterly and southwesterly of the following described line: Beginning at a point on the southwesterly line of Tract A hereinbefore described, distant 5 feet northwesterly of the southeast corner thereof; thence northeasterly parallel with the southeast line of said Tract A for 20 feet; thence southeasterly at a right angle for 5 feet and there terminating;

excepting therefrom the existing parking stalls situate thereon.

Grantor is the owner of the above-described premises and has the lawful right and authority to convey and grant the temporary easement herein granted.

The said Grantor does hereby release the State of Minnesota from any claims for damages to the fair market value of the above-described area covered by this temporary easement and

for its use, or any claims for damages to the fair market value of the remaining property of Grantor caused by the use of the temporary easement, including grading and removal of materials from said easement area for highway purposes. Notwithstanding the foregoing, Grantor does not release any claims Grantor may have as a result of the negligence of the Grantee, its agents or contractors, in conducting any of the above activities.

CITY OF WADENA

By _____
Its _____

STATE OF MINNESOTA)
)SS.
COUNTY OF WADENA)

The foregoing instrument was acknowledged before me this _____ day of _____, _____, by _____, the _____ of the City of Wadena, a municipal corporation under the laws of the state of Minnesota, on behalf of the municipal corporation

NOTARY PUBLIC

My commission expires: _____

This instrument was drafted by the
State of Minnesota, Department of
Transportation, Legal and Property
Management Unit,
395 John Ireland Blvd.
St. Paul, MN 55155-1800

AS
SL
JM

September 19, 2023
8002-242-23

Parcel 23 C.S. 8002 (29=184-24-2)

S.P. 8003-37RW

The right to use that part of Tract A described below for highway purposes, which right shall cease on December 1, 2030, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes;

Tract A. Lots 7 and 8, Block 11, TOWN OF WADENA, according to the plat thereof on file and of record in the office of the County Recorder in and for Wadena County, Minnesota, EXCEPT the westerly 90 feet of said Lot 7 and the southerly 9 feet of the westerly 90 feet of said Lot 8;

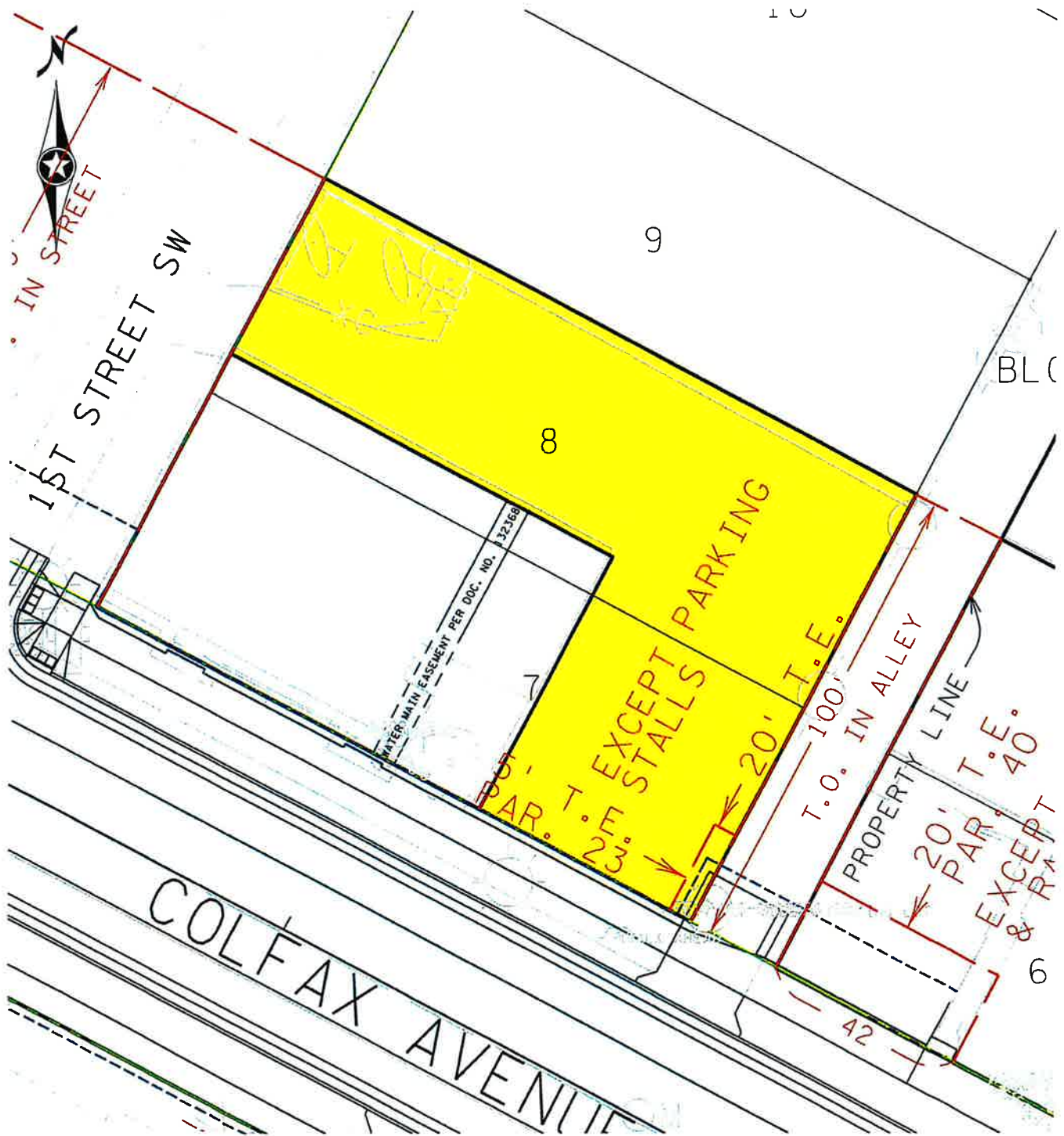
which lies southeasterly and southwesterly of the following described line: Beginning at a point on the southwesterly line of Tract A hereinbefore described, distant 5 feet northwesterly of the southeast corner thereof; thence northeasterly parallel with the southeast line of said Tract A for 20 feet; thence southeasterly at a right angle for 5 feet and there terminating;

excepting therefrom the existing parking stalls situate thereon.

Control Section: 8002 (29=184) 242
State Project: 8003-37RW
Owner: City of Wadena

County: Wadena

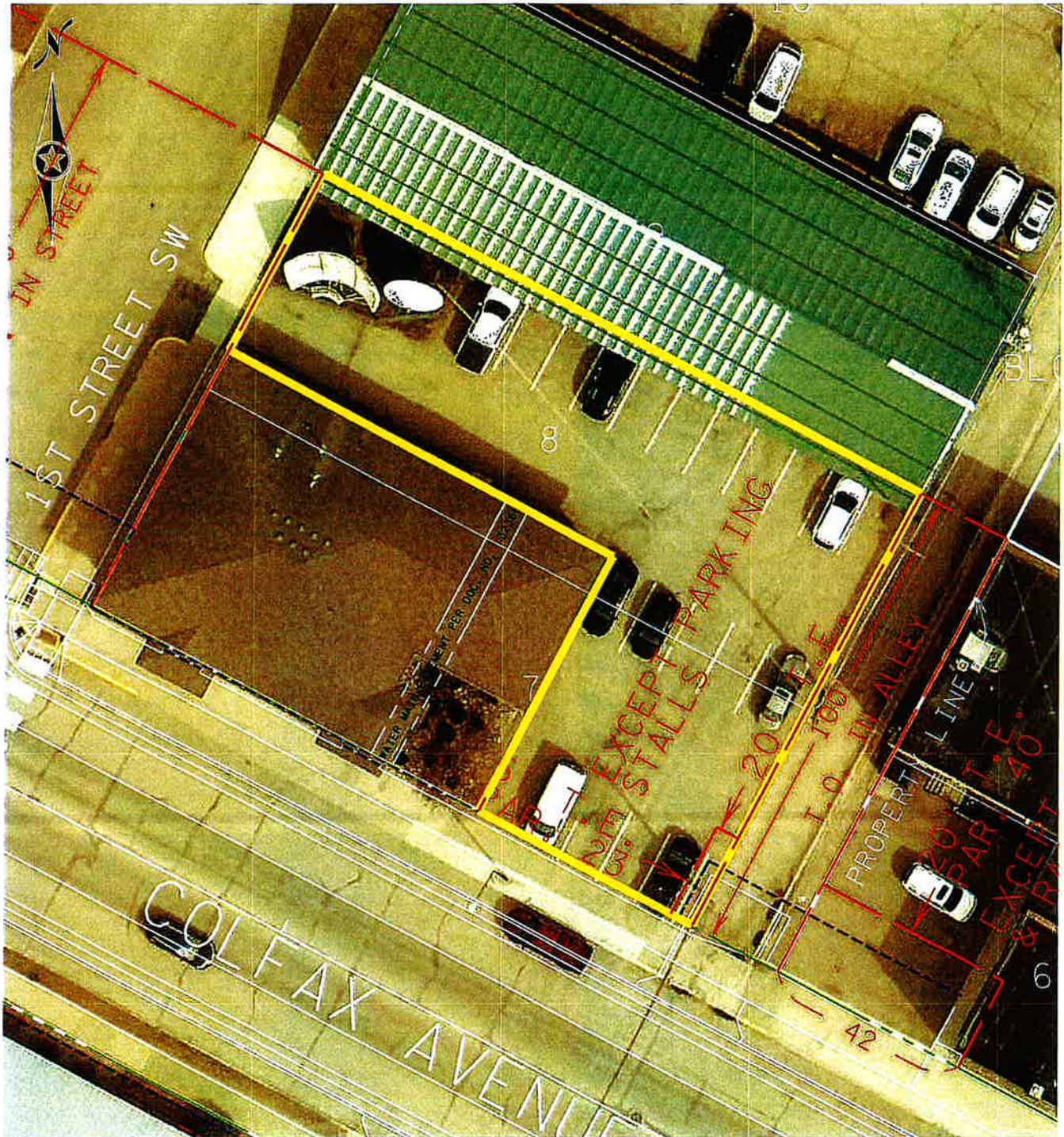
Parcel Number: 23
Sheet 1 of 2
Scale 1 inch = 30 ft.



Control Section: 8002 (29=184) 242
State Project: 8003-37RW
Owner: City of Wadena

County: Wadena

Parcel Number: 23
Sheet 2 of 2
Scale 1 inch = 30 ft.



**City of Wadena
Action Memorandum 24-54**

Subject: 9th Street Underground Utility Project

From: Kim Schroeder, City Administrator

Agenda of: July 9, 2024

Background Information:

There have been numerous previous discussions along with private property owner opposition regarding installation of underground sewer and water service connections along 9th Street. Property owners' main concern is the 100% assessable financial impact with additional concern about the limited use of the land in that area.

Utility Director Dave Evans has determined that a water main is not necessary along 9th Street. Public Works Director Dan Kovar continues the plan to loop city sewer main installation to Greenwood Ave.

Action Requested:

Request to make a final decision whether or not private sewer service installations will occur on 9th Street.

City staff maintains that if the council determines to waive private service stub installs, the city will continue with a sewer service wye in preparation for future growth and development. The cost of a sewer wye is approximately \$250 each.

Installing these now reduces inflation costs, saving the city and rate payer's long term. Additionally reduces the city's sewer main to be compromised during future development.

Council Action: ☐ **Approved**
☐ **Defeated**
☐ **Amended:** _____

**City of Wadena
Action Memorandum 24-55**

Subject: 2024 Street Overlay

From: Dan Kovar, Public Works Director

Agenda of: July 9, 2024

Background Information:

This project was advertised for two weeks in the local paper and sent to six local contractors requesting bids for overlaying city streets. We received three bids, attached on the following pages.

Ferguson Asphalt Paving, Inc., Alexandria
Howard's Driveway Inc., Menahga
Ideal Construction, Staples

The below prices were calculated using Ferguson Asphalt Paving, Inc.'s pricing as they were the low bidder. All quantities used for calculations are approximate so the final cost could be slightly more or less.

ALTERNATE #1: 1 st St SW Irving to Lincoln	\$63,393.00
ALTERNATE #2: King Ave SW from Hwy. 71 to 2 nd St SW	\$22,806.00
ALTERNATE #3: Jackson Ave SW from Hwy. 71 to 2 nd St SW	<u>\$22,806.00</u>
Total	\$109,005.00

There is \$100,000 in the 2024 budget for overlay.

Action Request:

Recommend awarding the bid to Ferguson Asphalt Paving Inc. for alternates #1, #2, and #3 for an approximate total of \$109,005.00.

Council Action: ☐ **Approved**

☐ **Defeated**

☐ **Amended:** _____

Work to be completed by October 31st, 2024. Quotes are to be completed on this proposal form and submitted to the City Administrator, City of Wadena, PO Box 30, Wadena, MN 56482 by 4:30 PM on Thursday June 27th, 2024. Proposals will be reviewed by the Wadena City Council at its July 9th, 2024, meeting.

Per square yard blacktop milling 4.50

Per ton quote overlay paving ALTERNATE # 1 66⁵⁰

Per ton quote overlay paving ALTERNATE # 2 66⁵⁰

Per ton quote overlay paving ALTERNATE # 3 66⁵⁰

The project will be awarded to the lowest qualified proposal received for the three alternate projects. The City of Wadena also reserves the right to determine the actual amount of work performed, to reject any or all proposals, and to award the contract as the Council deems in the best interest of the city. The city requires a current valid copy of the contractor's liability insurance policy to be included with the submittal form.

Questions on the project can be directed to Dan Kovar, Public Works Director, City of Wadena, 710 Sunnybrook Rd, Wadena, MN 56482. Phone 218-632-2766 or 218-639-7681

NAME OF CONTRACTOR Ferguson Asphalt Paving Inc

ADDRESS P.O. 878 Alexandria Mn

Signature of Contractor or Representative Craig Schuetz

Date 5-21-2024

Work to be completed by October 31st, 2024. Quotes are to be completed on this proposal form and submitted to the City Administrator, City of Wadena, PO Box 30, Wadena, MN 56482 by 4:30 PM on Thursday June 27th, 2024. Proposals will be reviewed by the Wadena City Council at its July 9th, 2024, meeting.

Per square yard blacktop milling \$ 2.75

Per ton quote overlay paving ALTERNATE # 1 \$ 70.4

Per ton quote overlay paving ALTERNATE # 2 \$ 70.4

Per ton quote overlay paving ALTERNATE # 3 \$ 70.4

The project will be awarded to the lowest qualified proposal received for the three alternate projects. The City of Wadena also reserves the right to determine the actual amount of work performed, to reject any or all proposals, and to award the contract as the Council deems in the best interest of the city. The city requires a current valid copy of the contractor's liability insurance policy to be included with the submittal form.

Questions on the project can be directed to Dan Kovar, Public Works Director, City of Wadena, 710 Sunnybrook Rd, Wadena, MN 56482. Phone 218-632-2766 or 218-639-7681

NAME OF CONTRACTOR Howard's Driveway Inc

ADDRESS Mercedes mn

Signature of Contractor or Representative [Signature]

Date 6 26 24

Work to be completed by October 31st, 2024. Quotes are to be completed on this proposal form and submitted to the City Administrator, City of Wadena, PO Box 30, Wadena, MN 56482 by 4:30 PM on Thursday June 27th, 2024. Proposals will be reviewed by the Wadena City Council at its July 9th, 2024, meeting.

Per square yard blacktop milling \$4.78 sq yd

Per ton quote overlay paving ALTERNATE # 1 88.00

Per ton quote overlay paving ALTERNATE # 2 88.00

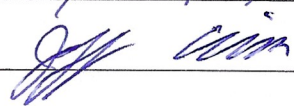
Per ton quote overlay paving ALTERNATE # 3 88.00

The project will be awarded to the lowest qualified proposal received for the three alternate projects. The City of Wadena also reserves the right to determine the actual amount of work performed, to reject any or all proposals, and to award the contract as the Council deems in the best interest of the city. The city requires a current valid copy of the contractor's liability insurance policy to be included with the submittal form.

Questions on the project can be directed to Dan Kovar, Public Works Director, City of Wadena, 710 Sunnybrook Rd, Wadena, MN 56482. Phone 218-632-2766 or 218-639-7681

NAME OF CONTRACTOR Ideal Construction

ADDRESS 26932 490th ST, Staples mn 56479

Signature of Contractor or Representative 

Date 6-26-24

Jeff Koblika 218-820-8899
idealconst58@yahoo.com

**City of Wadena
Action Memorandum 24-56**

Subject: SCDP Conflict of Interest

From: Dean Uselman, WDA Director

Agenda of: July 9, 2024

Background Information:

Evan Lachowitzer has applied for grant funding through the SCDP grant program to renovate a single-family rental home located in Wadena.

As an employee of the city, it's requested to declare a waiver of conflict-of-interest.

The city has historically approved SCDP program waiver declarations to Kyle Davis and Terry Lynk, as WDA Board members; Cody Yglesias as Fire Chief, and Dean Uselman as WDA Director, all of which the city attorney recommended waiving.

Jeff has been asked to provide an opinion regarding this declaration.

In order to allow the application to proceed, the City Council must recognize and officially waive the self-declared conflict of interest.

Action Requested:

Waive the conflict-of-interest declaration to allow Evan Lachowitzer to participate in the SCDP grant program.

Council Action: ☐ **Approved**

☐ **Defeated**

☐ **Amended:** _____

**City of Wadena
Action Memorandum 24-57**

UTILITIES DEPARTMENT

TO: COUNCIL MEMBERS
FROM: DAVID EVANS, UTILITY SUPERINTENDENT
SUBJECT: WATER FOREMAN HIRING RECOMMENDATION
DATE: 07/12/2024

In following the procedures outlined in the IBEW Union contract the position of Water Foreman was posted for ten days and employees within the union had the opportunity to apply. I received an application from Louie Roggenkamp who has been an employee of the City for more than 6 years. He is currently in the position of Utility Maintenance/Water Operator and has performed the duties of Water Foreman on occasion when Gary Peters was sick or on vacation. I have interviewed Louie and explained the 90-day Trial Period as outlined in the Union Contract and expressed my expectations and the responsibilities that go along with the Water Foreman Position.

It is my recommendation that Louie Roggenkamp be promoted to the position of Water Foreman starting Monday July 29th, 2024, on Grade 8 Step 3 because of his knowledge of our system and the water plant. He was here when the Highway 10 core project was completed, the water tower refurbish, through multiple plant and well maintenance procedures and during the upgrade to the new SCADA system

Thank you for your time and consideration on this matter.

David Evans

Utility Superintendent

**City of Wadena
Action Memorandum 24-58**

ELECTRIC & WATER DEPARTMENT

TO: COUNCIL MEMBERS
FROM: DAVID EVANS, UTILITY SUPERINTENDENT
SUBJECT: WATER OPERATOR JOB DESCRIPTION CHANGES
DATE: 07/12/2024

In the packet you will see the job description changes, I do not recommend any changes to the pay scale that is associated with this position.

The first is to switch the title terminology order from Utility Maintenance/Water Operator to Water Operator/Utility Maintenance to better reflect the responsibilities and time spent with the position.

Remove reference to load management devices from the "Summary" as new state electrical code changes require a licensed electrician needs to perform the maintenance on these devices.

Second, change some of the job functions from the position as follows:

- Remove reference to electric, load control devices and electricity from the second point.
- Remove "electric" from the fourth point.
- Add "Ability to operate various utilities department equipment"
- Remove reference to electric when locating from the twelfth point.

Thank you for your time and consideration on this matter.

David Evans

Utility Superintendent



Something is happening here....

Job Title: Water Operator/Utility Maintenance
Department: Utilities
Reports to: Utilities Superintendent
Revision date: April 2019, July 2024

Summary

Installs, inspects, reconnects and disconnects electric and water meters. Resolves customer issues. Serves as assistant water treatment plant operator and holds a minimum class D Water Operators license. Performs maintenance to plant facilities and property. Performs on call duty.

Essential Functions of the Position

- Performs installations, reconnects and disconnects of electric and water meters.
- Inspects water meters for failures and tampering such as, cut seals, alterations resulting in theft of water or other discrepancies and maintains them in working condition.
- Disconnects delinquent utility accounts.
- Troubleshoots, tracks and solves customer issues about water usage or utility quality issues.
- Works with City's billing staff on customer issues.
- Performs maintenance on plant facilities and property.
- Attends training as necessary to maintain water license.
- Assists line crews as necessary.
- Works energized secondary electrical voltages.
- Ability to operate various utilities department equipment.
- Attends safety training and meetings as required.
- Assists Water Foreman in the operation and maintenance of water treatment plant, water distribution system, and meter devices.
- Performs water utility locates as necessary.
- Performs on-call duties.
- Reads and records electric and water meters when required.
- Performs other duties as apparent or assigned.

Qualifications Requirements

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

High school diploma or equivalent. Familiar with the operation of municipal electrical and water distribution systems and water treatment facilities.

Language Skills

- The ability to read and interpret documents such as safety rules, operating and maintenance instructions, maps, procedure, and repair manuals.
- Ability to communicate effectively orally and in writing with supervisors, other employees, and the public.
- Ability to hear, read, understand, and carry out oral and written instructions.

Mathematical Skills

- Ability to make computations using whole numbers, fractions, and decimals.
- Ability to compute rates, ratios, and percentages.
- Ability to use conversion tables and electrical formulas.

Other Knowledge, Skills and Abilities

- Knowledge of hand-held metering devices.
- Knowledge of OSHA rules and regulations.
- Ability to operate digger derrick, forklift, trencher, cable plow, motorized hand trencher, and various types of hand tools.
- Knowledge in computer operation systems and programs.
- Ability to use lab testing equipment.
- Ability to locate utilities with locating equipment.

Certificates, License and Registrations

- Must have a valid Minnesota Class B Commercial Driver's License (CDL) with airbrake endorsement within 1 year of employment.
- Must have or obtain a Minnesota Department of Health Class D Water Operation Certification within 2 years of employment.
- CRP and First Aid Certification.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls, and talk or hear. The employee frequently is required to reach with hands and arms. The employee is occasionally required to sit, stand, walk, climb, balance, stoop, kneel, crouch, or crawl, and taste or smell.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distant vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee frequently works in outside weather conditions and is frequently exposed to risk of electrical shock. The employee occasionally works near moving mechanical parts, occasionally exposed to fumes, airborne particles, toxic or caustic chemicals, and vibration.

The noise level in the work environment is usually moderately loud.

Acknowledgment

I have read the requirements for this position and am able to perform all essential functions and physical demands associated with this position.

Applicant's Signature: _____

Applicant's Printed Name: _____

Date: _____

**City of Wadena
Action Memorandum 24-59**

Subject: Forgivable DEED MIF loan for Business Project to Wadena

From: Dean Uselman, WDA Director

Agenda of: July 9, 2024

Background Information:

I am working on attracting a new manufacturing business to Wadena. Project "Penguin" is an expansion of a manufacturing company based in Winnipeg Manitoba, Canada; and they are interested in expanding by opening a new plant in the US. Currently, they are looking at 2 locations in South Dakota, and 1 in Wadena. DEED has been provided with intake about the proposed project and I have received an attractive proposal to encourage them to expand in Wadena.

The proposal includes:

- Cash job creation incentives and a MIF loan in the amount of \$450,000 that DEED has agreed to forgive
- Contingent on the City of Wadena also forgiving the 20% of the repayment that we would normally retain as part of our MIF revolving loan fund.
- The project is proposing 30 new manufacturing jobs in the startup and expects to create 150 total jobs within 5 years.
- Additionally, they direct ship to the consumer using primarily UPS, which could create spinoff jobs and growth at the Wadena UPS depot,
- Other spinoff jobs, increased consumerism, additional housing, enrollment in the schools, and a large utility customer for the city

All very positive growth for the community for the forgiveness of \$90,000, provided by DEED. Currently the action is contingent on them coming to Wadena and is necessary as part of the incentive package DEED is offering.

If the company agrees to locate in Wadena, there will be additional Council action needed to approve the MIF loan.

As WDA Executive Director, I highly recommend approval as it will cost the city nothing and potentially add a new business with up to 150 employees.

Action Requested:

Approve the MIF loan forgiveness as proposed by DEED.

Council Action: ☐ **Approved**

☐ **Defeated**

☐ **Amended:** _____

General Company & Project Information

Question	Answer
Company Name	[Confidential]
Company address	Winnipeg, Minitoba R3H 0K4, Canada
Project location (e.g., City, County, 7-county or 11-county metro)	1430 1/2 Hamocroft Ave SE, Wadena, MN 56482
Minority business? (>51%)	No
Project Description (e.g., Building expansion to accommodate clean room plus hiring of X# of new full time employees; new equipment purchase; onshoring of manufacturing operation from contract manufacturers into direct production)	As we continued to grow across North America, Europe and Asia, we began exploring expansion opportunities in Winnipeg and other areas of Canada, but decided it was the right time to make our first expansion into the US. We are actively reviewing locations in North Dakota, South Dakota, Minnesota, Wisconsin – and Perry, Iowa at this time for a 30K+ sq ft expansion into a human-grade food production facility with new capital equipment and 90 new FTE's within 3 years (projected to be up to 158 in 5 years).
Business Activity to be Performed at Project Site (e.g., manufactures widgets, information technology)	Manufacturing of human-grade quality, raw and natural pet food for dogs and cats.
NAICS Code(s)	31-1111
Market the Project Will Service (e.g., Upper Midwest, National, Worldwide)	Predominantly North America, Europe and Asia with less than 5% of sales being generated in MN.
Anticipated Project Start Date (mmm/yy) <i>This date will auto populate from CAPEX Projections worksheet</i>	Apr-25
Anticipated Date the Project Will be in Operation (mmm/yy)	04/01/2025
Competing areas (other locations under consideration)	North Dakota, South Dakota, Wisconsin and Iowa
Project ownership (e.g., Own / Lease – Related Party, Lease – Unrelated Party, and Other)	own

Estimated Capital Investment (CAPEX)

At a minimum, indicate CAPEX broken down by year and by real property (i.e., new construction, renovations) and personal property (i.e., machinery & equipment (M&E), furniture, fixtures & equipment (FF&E)).

CAPEX Item	Year 1 <i>(Indicate in the cell below the project start date) (mmm-yy)</i>	Year 2 <i>(Date below will auto populate)</i>	Year 3 <i>(Date below will auto populate)</i>	Total <i>Cells below will auto populate</i>
	Apr-25	Apr-26	Apr-27	
Building Acquisition	\$2,000,000.00			\$2,000,000.00
Facility Buildout	\$2,000,000.00			\$2,000,000.00
Capital Equipment	\$1,000,000.00			\$1,000,000.00

Estimated Full Time Employees (FTEs)

Estimated FTEs by SOC Code <i>(Select from dropdown menu. Add rows if needed)</i>	If SOC Codes Are Not Available, Use this Column to Provide a Breakdown of FTEs by Types of Jobs to be Created <i>(e.g., Managerial, Engineering, Production, etc.)</i>	Year 1 <i>(Date below will auto populate from date indicated on CAPEX Projections worksheet)</i>			Year 2 <i>(Date below will auto populate from CAPEX Projections worksheet)</i>			Year 3 <i>(Date below will auto populate from CAPEX Projections worksheet)</i>			Total <i>Cells below will auto populate</i>		
		Apr-25			Apr-26			Apr-27			New FTEs	Average Hourly Wage	Average Hourly Benefits
		New FTEs	Hourly Wage	Hourly Benefits	New FTEs	Hourly Wage	Hourly Benefits	New FTEs	Hourly Wage	Hourly Benefits			
Facility Manager	Managerial	1	\$ 35.00	\$5.50	0	\$ 36.05	\$ 5.50	0	\$ 37.13	\$ 5.50	1	\$ 36.06	\$ 5.50
Supervisor - Production	Managerial	1	\$ 22.50	\$ 5.50	0	\$ 23.18	\$ 5.50	0	\$ 23.87	\$ 5.50	1	\$ 23.18	\$ 5.50
Supervisor - Shipping & Packaging	Managerial	1	\$ 22.50	\$ 5.50	0	\$ 23.18	\$ 5.50	0	\$ 23.87	\$ 5.50	1	\$ 23.18	\$ 5.50
Quality Control Manager	Quality	1	\$ 30.00	\$ 5.50	1	\$ 30.90	\$ 5.50	0	\$ 31.83	\$ 5.50	2	\$ 30.91	\$ 5.50
Shipper	Production	1	\$ 18.00	\$ 5.50	1	\$ 18.54	\$ 5.50	0	\$ 19.10	\$ 5.50	2	\$ 18.55	\$ 5.50
Packaging	Production	8	\$ 16.50	\$ 5.50	8	\$ 17.00	\$ 5.50	10	\$ 17.50	\$ 5.50	26	\$ 17.00	\$ 5.50
Production	Production	10	\$ 16.50	\$ 5.50	15	\$ 17.00	\$ 5.50	20	\$ 17.50	\$ 5.50	45	\$ 17.00	\$ 5.50
Customer Success Associate	Administrative	2	\$ 17.50	\$ 5.50	2	\$ 18.03	\$ 5.50	2	\$ 18.57	\$ 5.50	6	\$ 18.03	\$ 5.50
Salesperson	Administrative	2	\$ 17.50	\$ 5.50	2	\$ 18.03	\$ 5.50	2	\$ 18.57	\$ 5.50	6	\$ 18.03	\$ 5.50

**Wadena Public Works Department
Department Head Meeting 7/2/24**

In the past month we have

- Stocked fish in Sunnybrook Park.
- Been tagging many lots with tall grass.
- Sprayed weeds in most of the parks.
- Helped with June Jubilee and the Fly In.
- Received confirmation from the Wadena Lions that funding for a 16'x20' open shelter for Tapley Park has finally been acquired. This donation was accepted by the City Council back in August of 2021, but funding was not available until now. The Lions will be donating \$4,500.00 for material and providing labor to construct the shelter. Duininck concrete is donating the concrete, and ML Schmit is donating the labor to install the concrete. The Lions requested help from the Public Works staff in constructing the shelter. This project will be started some time in late summer of 2024.
- Worked on repairing the curbs and patching tar where utility work has been done within the city streets.

In the next month we plan on

- Patching potholes.
- Getting the overlay projects completed.
- Painting curbs and crosswalks.
- Removing dead trees from the parks and boulevards and sending out letters to property owners for private tree removals.
- Working on the 2025 General Fund budget.
- Using the weed boat to clean up the creek in Sunnybrook Park.

SEWER DEPARTMENT

1. The crew is hoping to begin working on the annual sewer cleaning as time allows and will move to storm sewers when finished with the sanitary sewer.

PARK ADVISORY BOARD MEETING MINUTES

July 1st, 2024

ROLL CALL

Members present: Sara Ross, Larry DeWald, and Dean Krogsted,

Absent: Wade Miller, Mike Pete, Sandy Black, and Terry Olson.

Others present: Secretary Dan Kovar.

The meeting was called to order at 5:00 pm by Chairman Sara Ross at North Sunnybrook Park.

OLD BUSINESS

- The minutes from the June 3rd, 2024, meeting was read, member Krogsted moved to accept, there was a second by DeWald, motion carried.
- Secretary Kovar updated the Board that the outdoor cooking area for the Folkestad Park will be proceeding starting mid-July this year.
- The Tapley Park new playset thank-you letters have not been sent out yet.
- Paint to restripe one of the tennis courts, converting it into a pickle ball court has not been received.

NEW BUSINESS

- A request was received from Vicky Pearson to incorporate the crawling tubes left from the Rainbow play system with the new playset in Tapley Park. There are four climbing tubes and after discussion a motion was made by Krogsted, second by DeWald to place two of the tubes in Tapley Park, one in South Sunnybrook Park, and one in North Sunnybrook Park, motion carried.
- The Board looked over the flower beds in North Sunnybrook Park in the Lions I & II area and it was decided to remove the wooden bed located West of the Lions I building and focus the flower budget on the remaining block beds. A motion to remove the wooden bed was made by DeWald, second by Krogsted, motion carried.

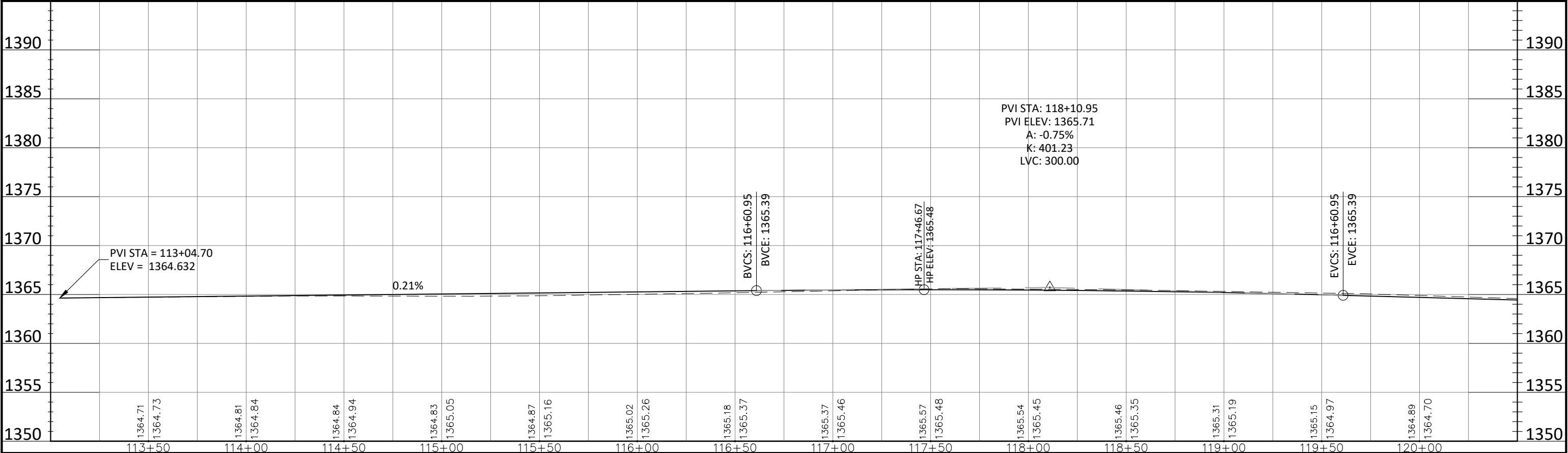
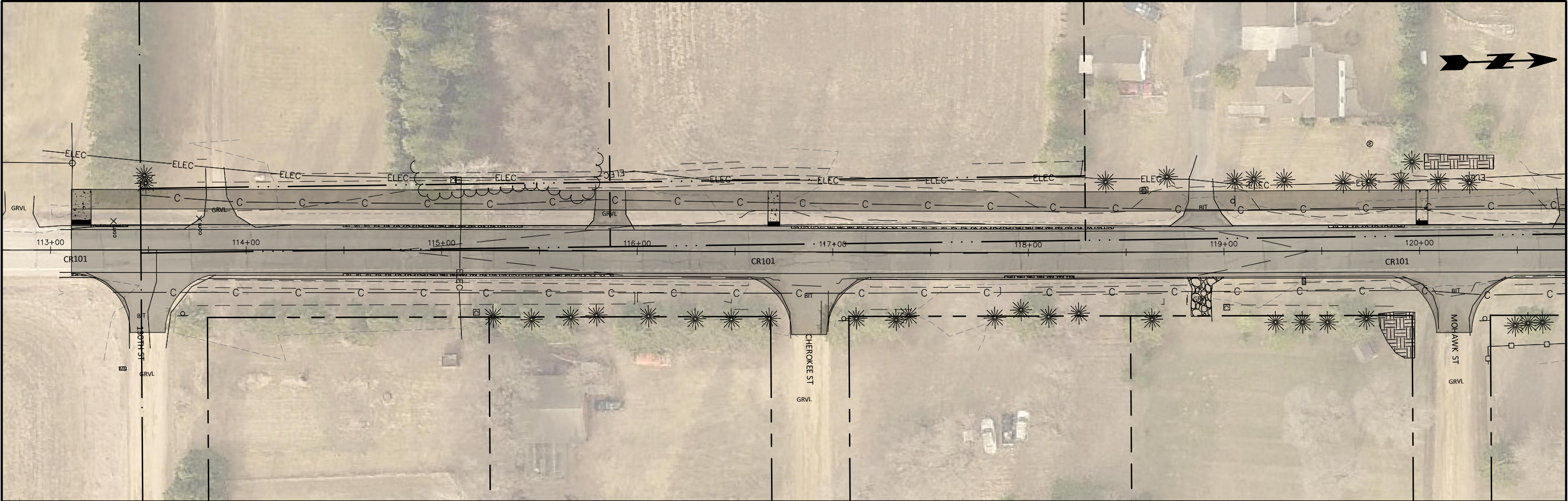
OTHER DISCUSSTION ITEMS

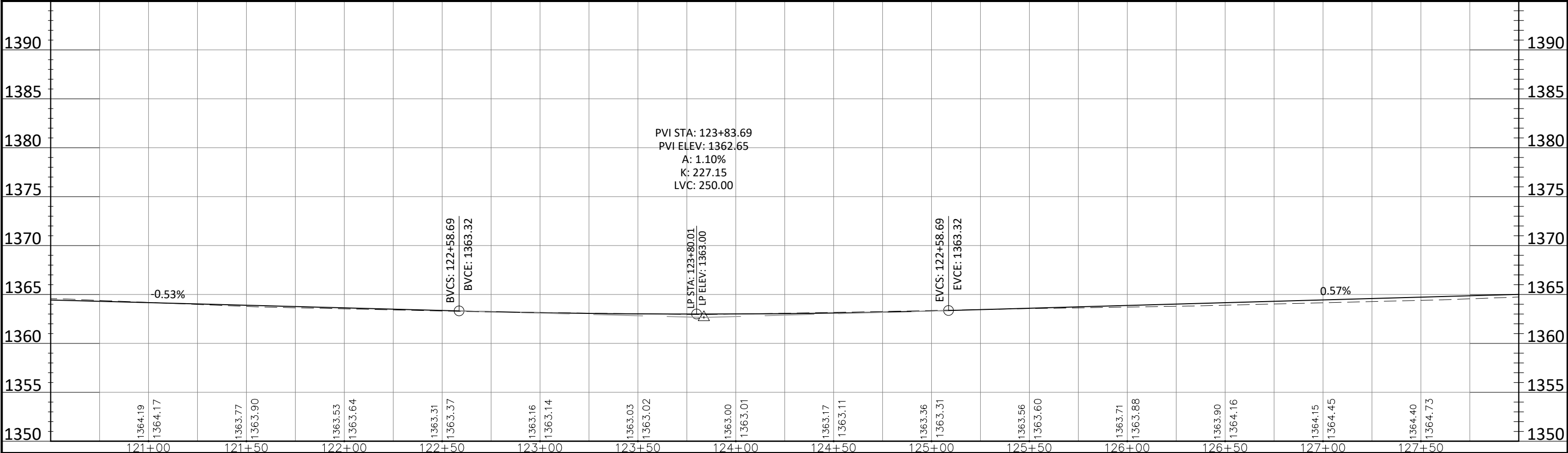
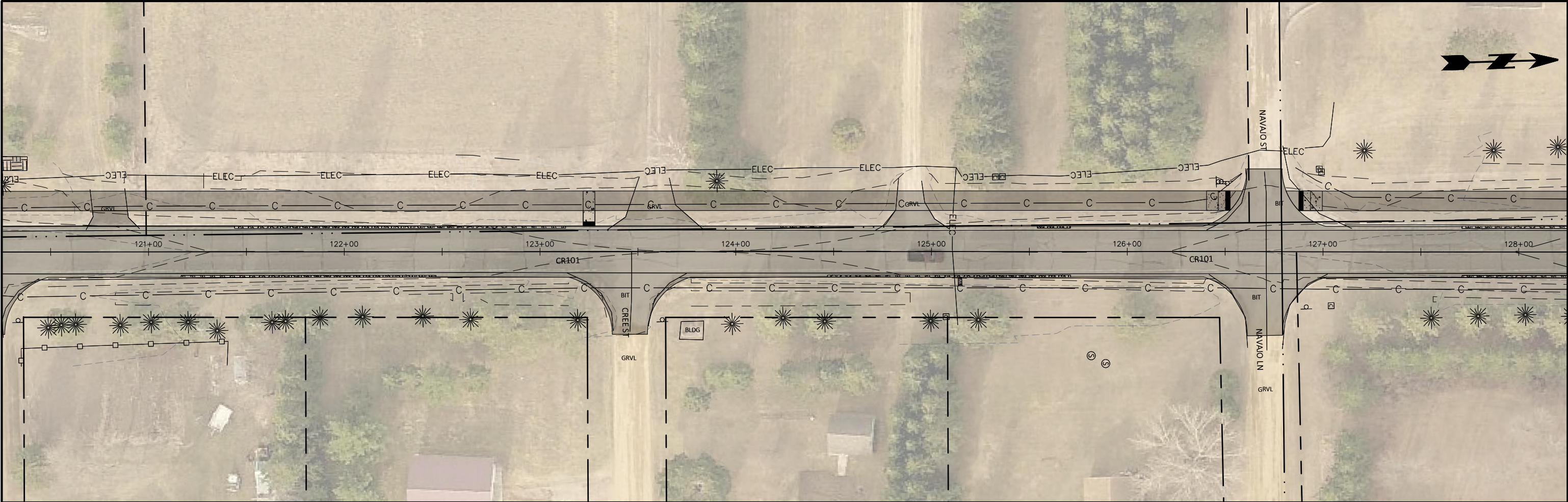
1. The Board was informed that funding has been received by the Wadena Lions to construct the planned 16' x 20' open shelter in Tapley Park.
2. Secretary Kovar explained the walking/bike trail options that Wadena County is looking at for their Highway 101 reconstruction project.

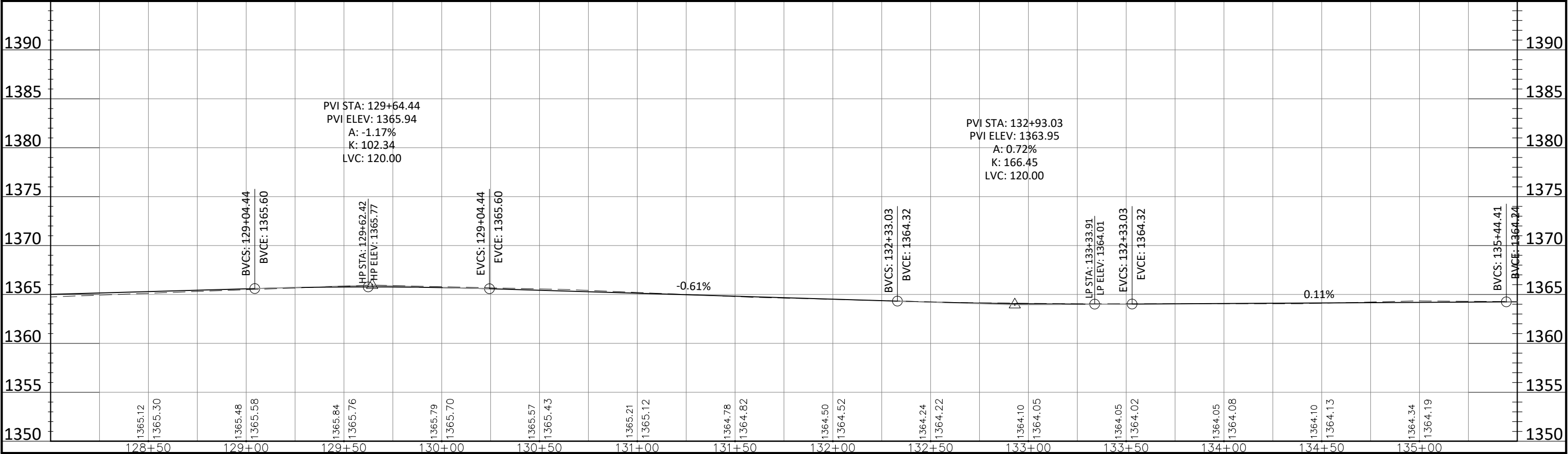
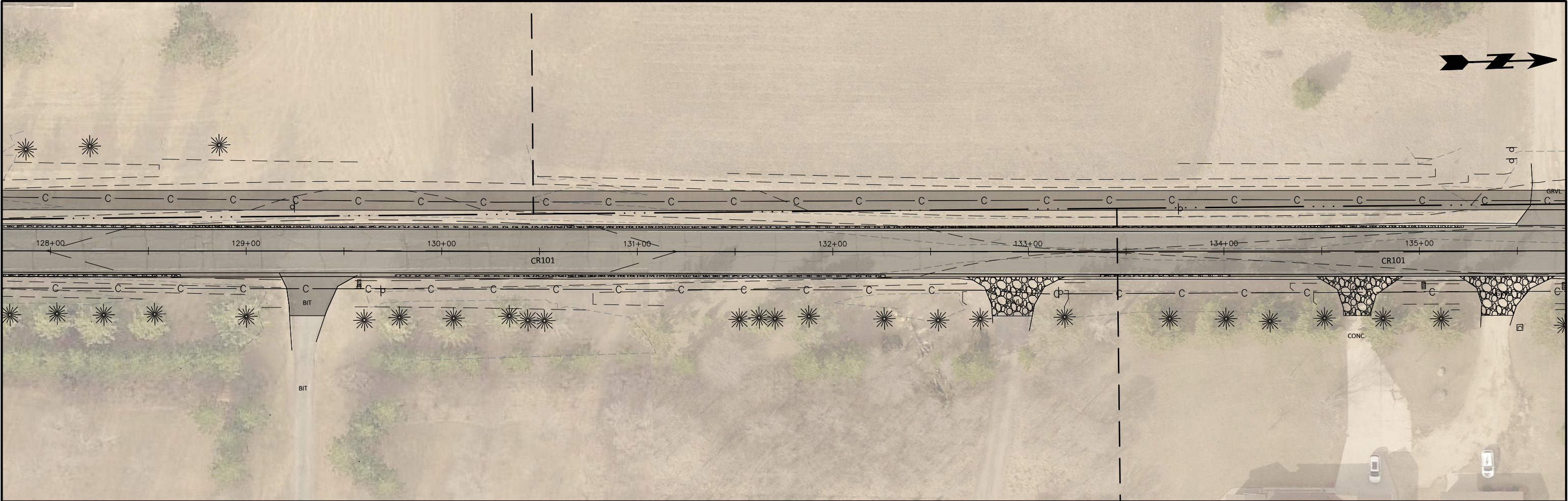
Member DeWald moved, second by member Krogsted to adjourn, motion carried.

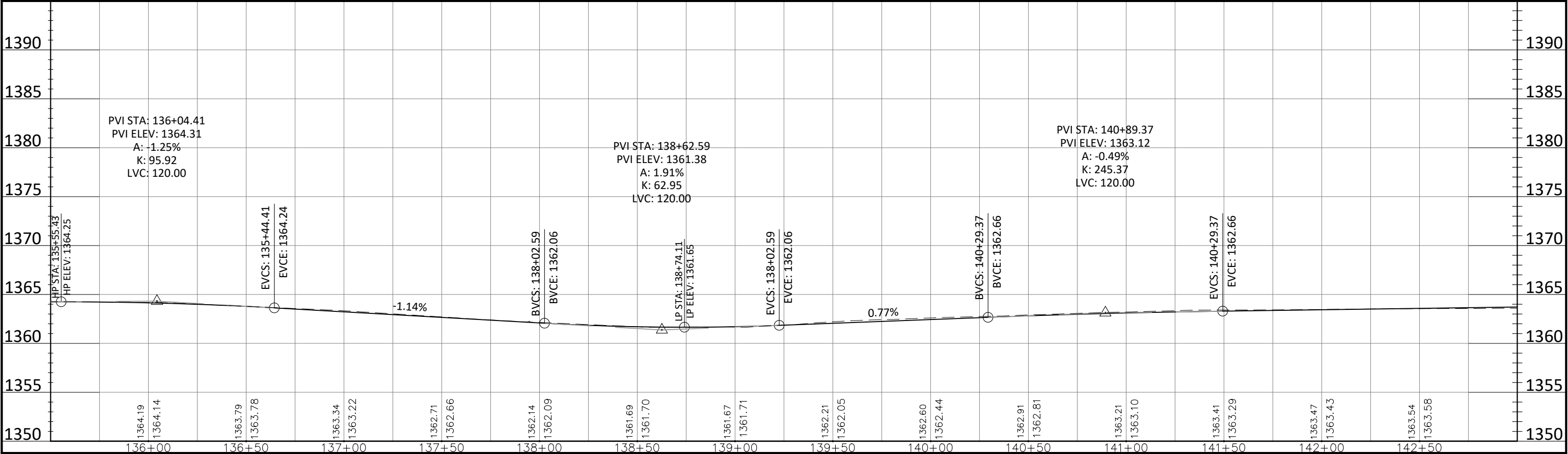
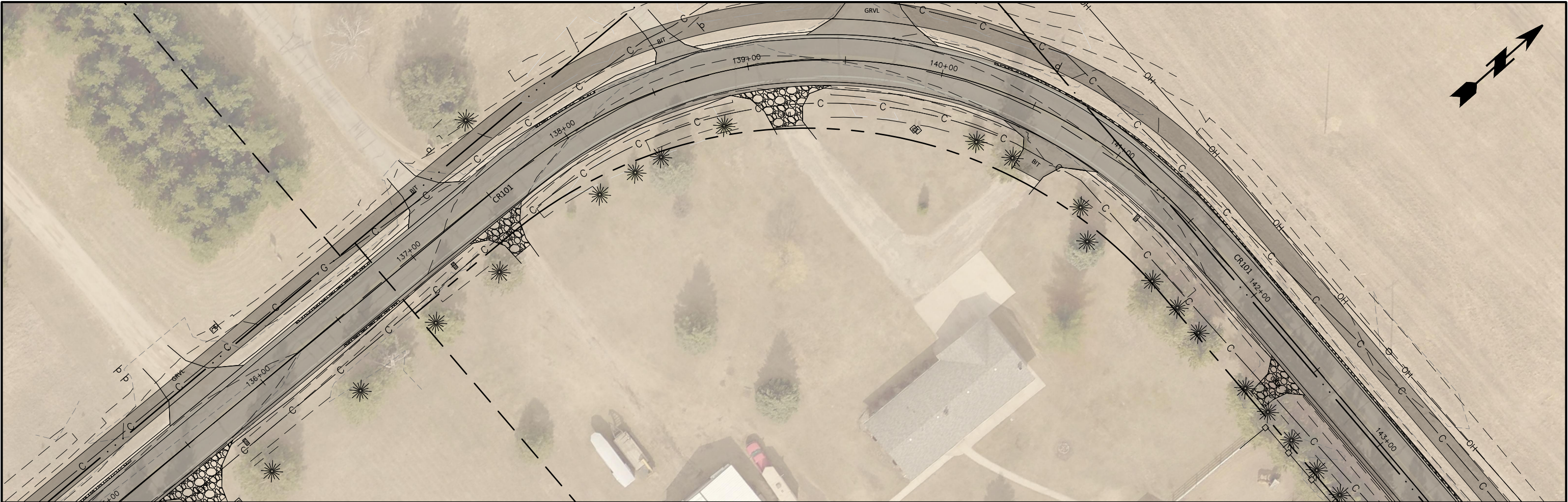
Submitted by: _____ Dan Kovar, Board Secretary

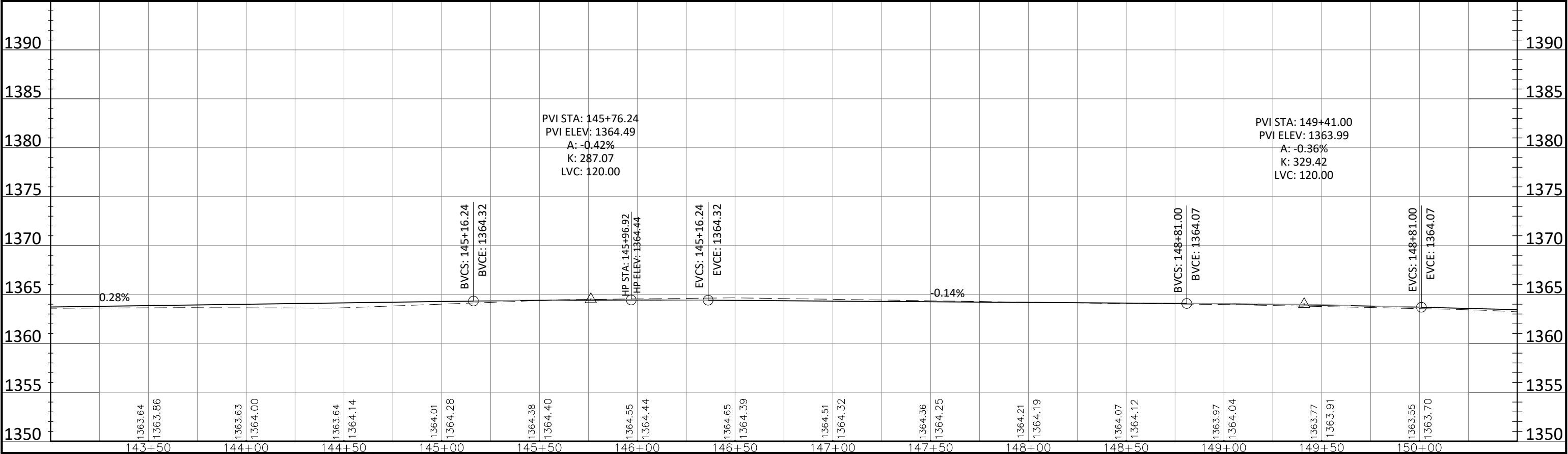
NOTE: Next meeting is scheduled to be held on Monday, August 5th, 2024, at John Ehlen Park.

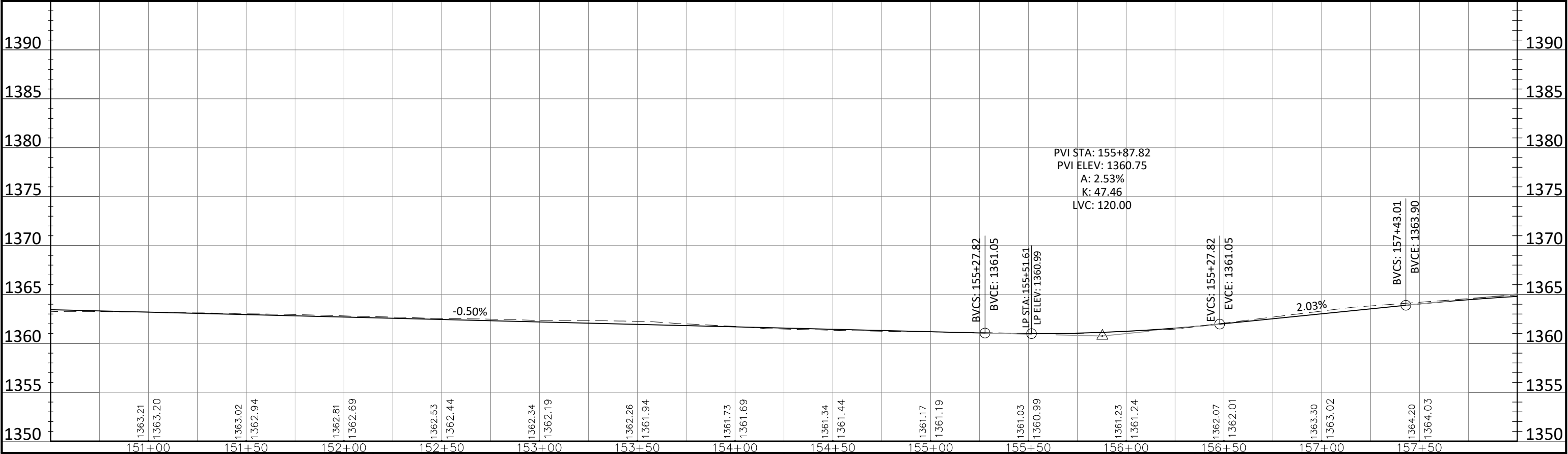


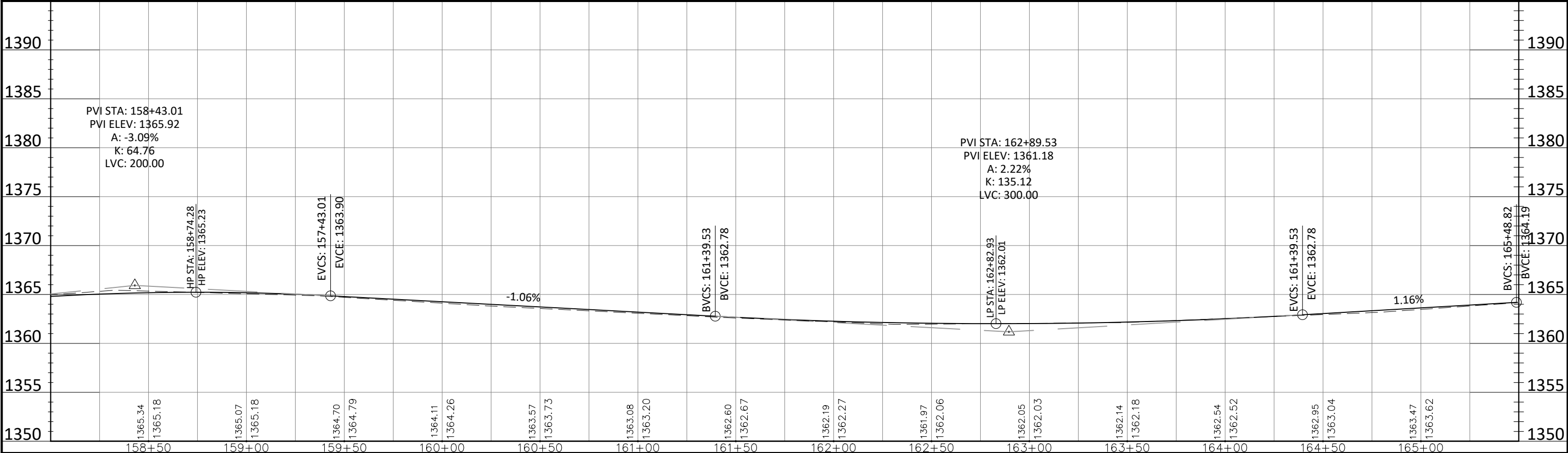


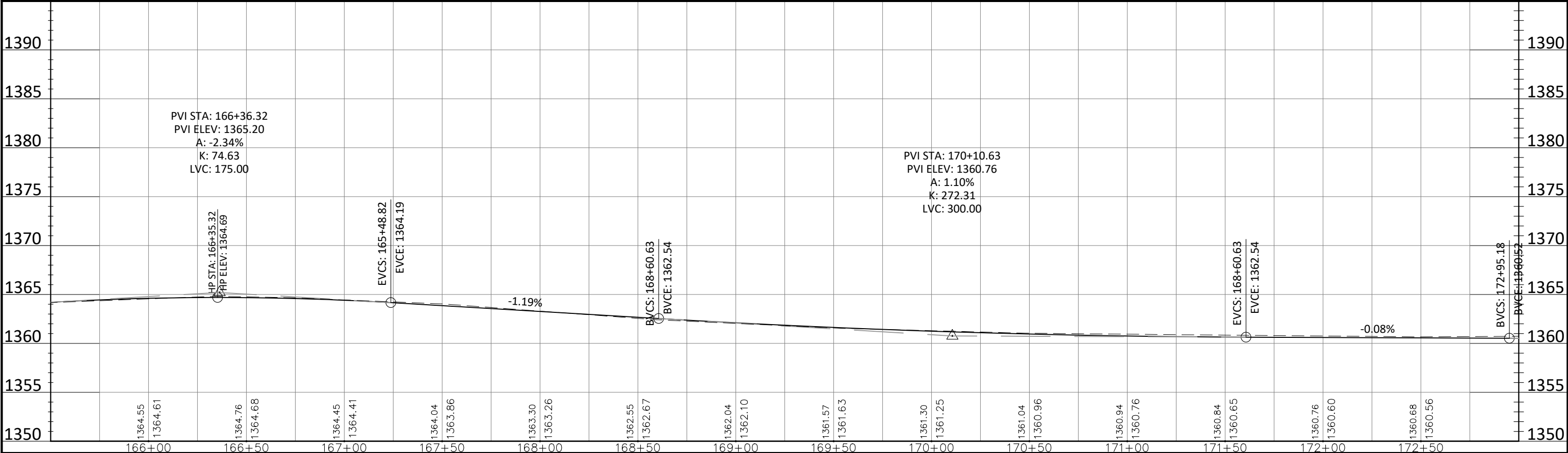














WADENA COUNTY HIGHWAY DEPARTMENT

221 HARRY & RICH DRIVE, WADENA, MINNESOTA 56482

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CHECKED BY: DEF

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

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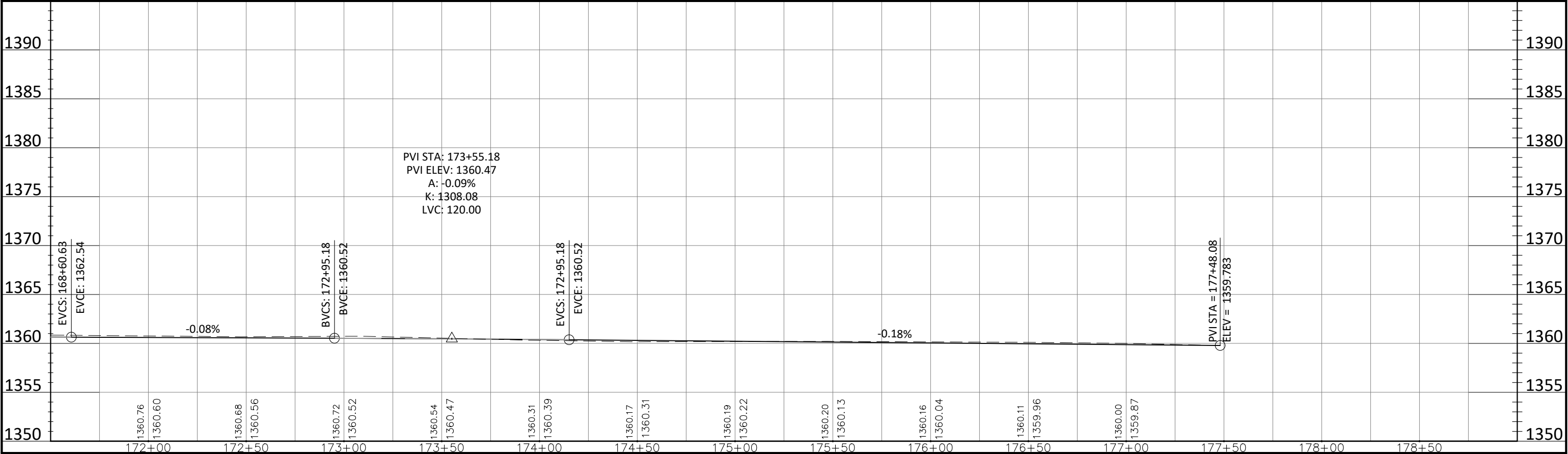
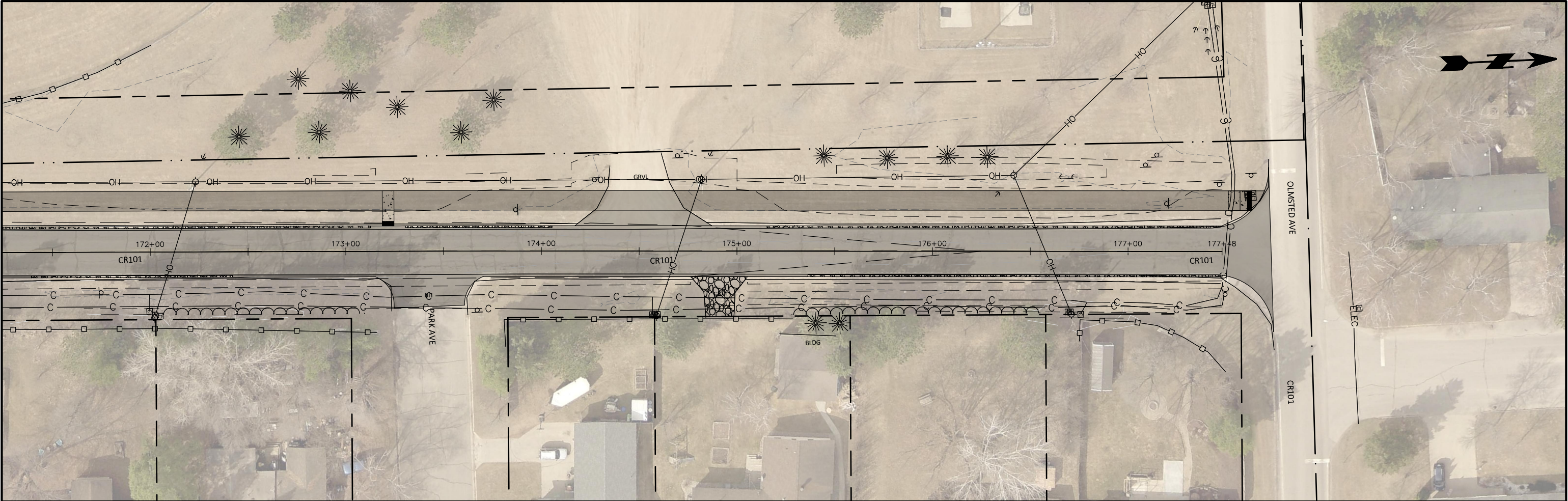
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LIC. NO. 59391

PLAN & PROFILE - (PAVED TRAIL)

COUNTY ROAD 101

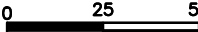
C.P. 080-101-015 SHEET NO. 8 OF #### SHEETS

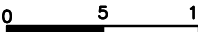




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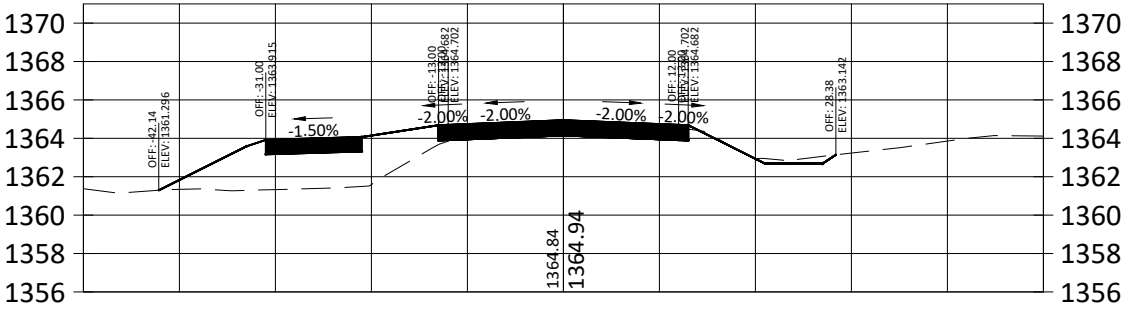
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PLAN & PROFILE - (PAVED TRAIL)

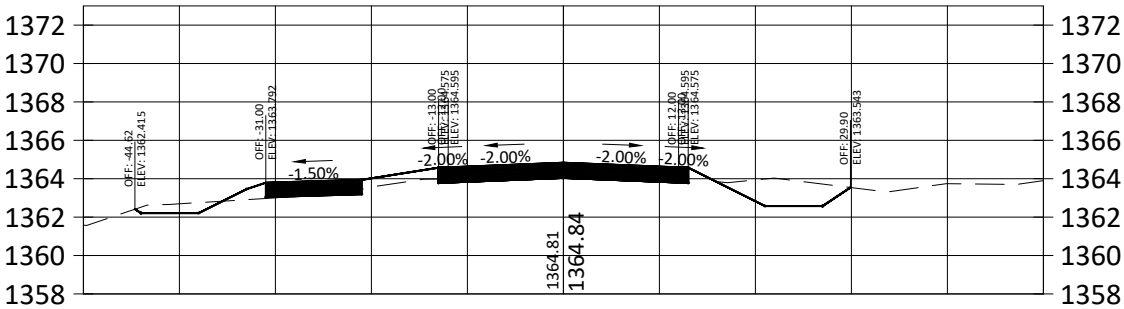
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C.P. 080-101-015 SHEET NO. 9 OF #### SHEETS

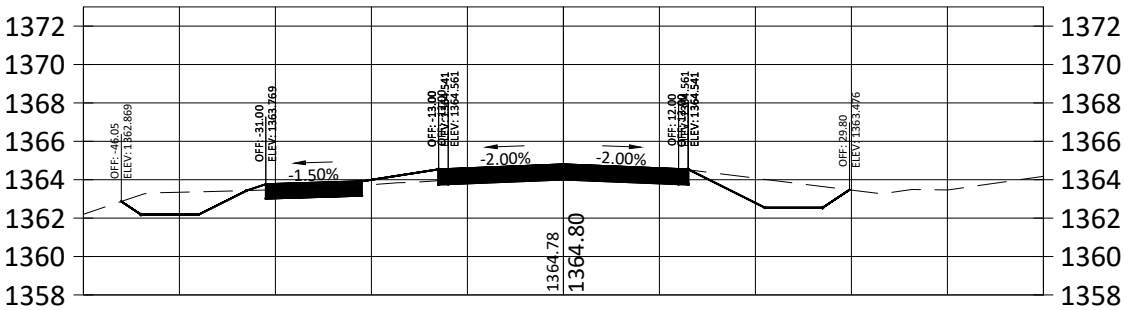
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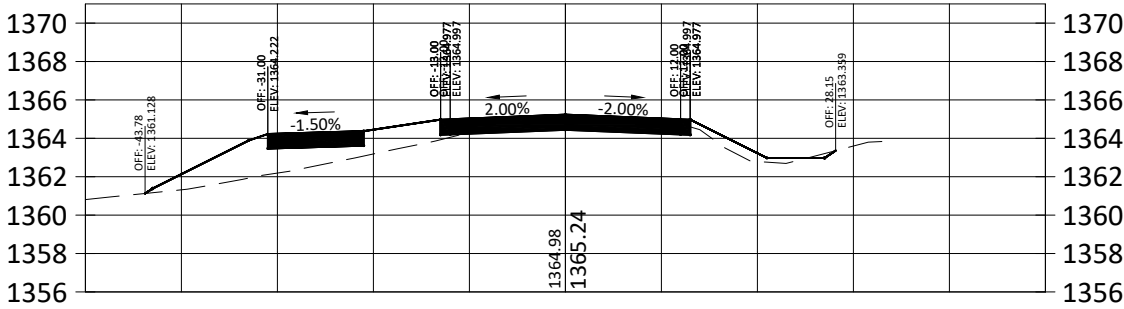
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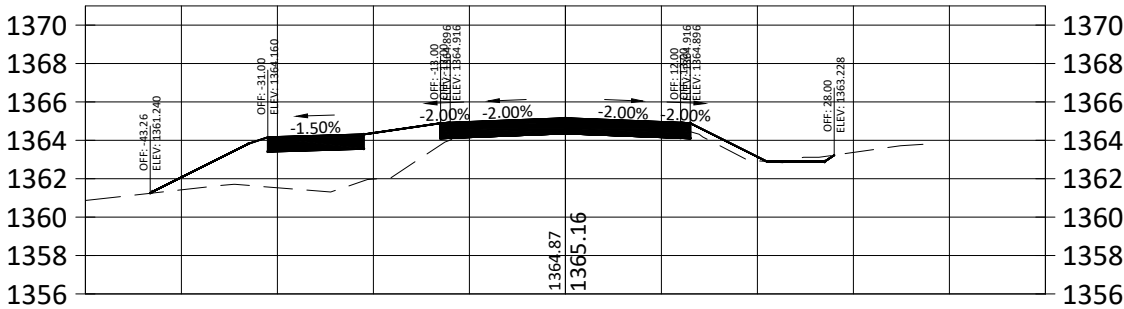
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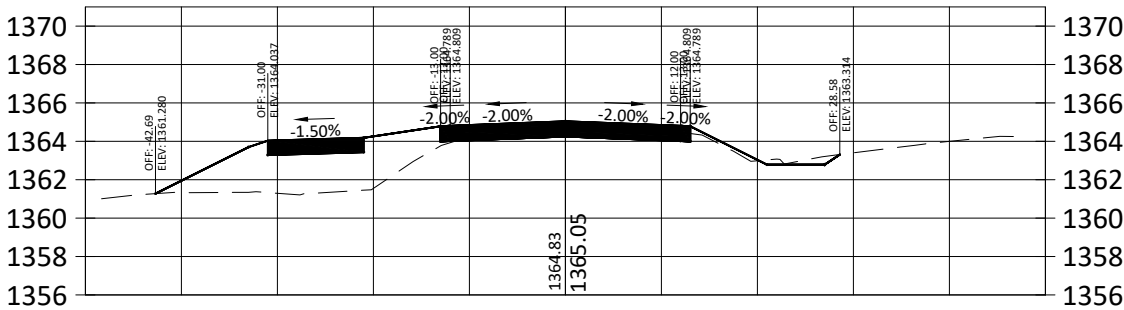
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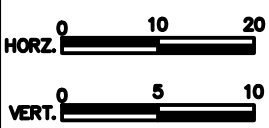
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115+00.00



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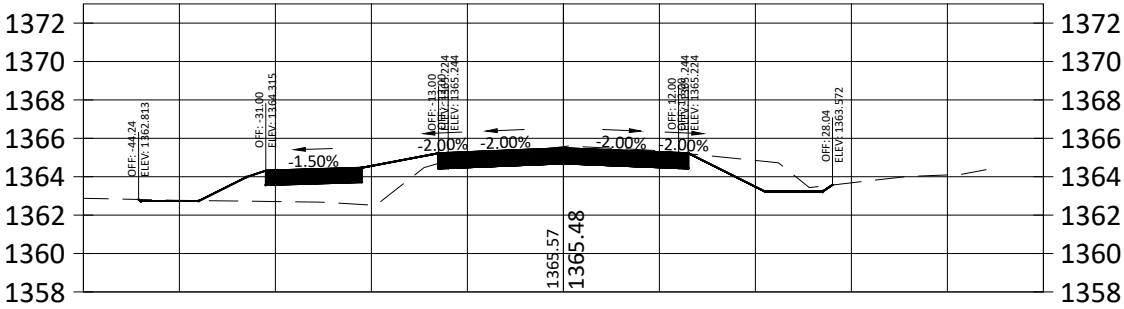
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CHECKED BY:
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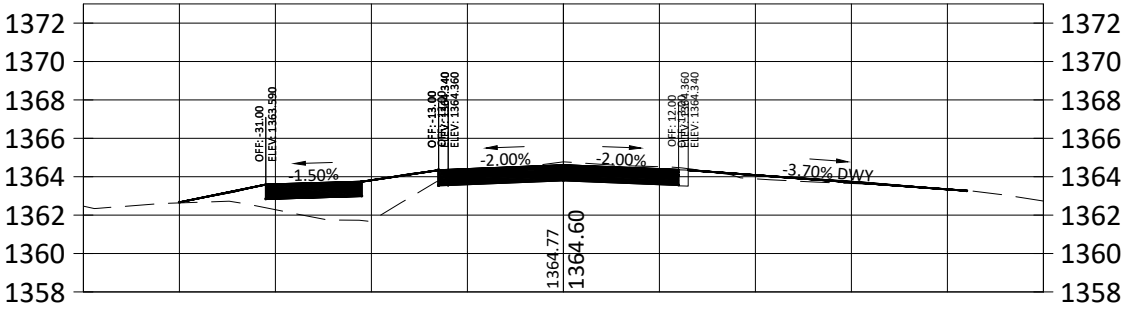
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LIC. NO. 59391

CROSS-SECTIONS - (PAVED TRAIL)
COUNTY ROAD 101
C.P. 080-101-015 SHEET NO. ---- OF #### SHEETS

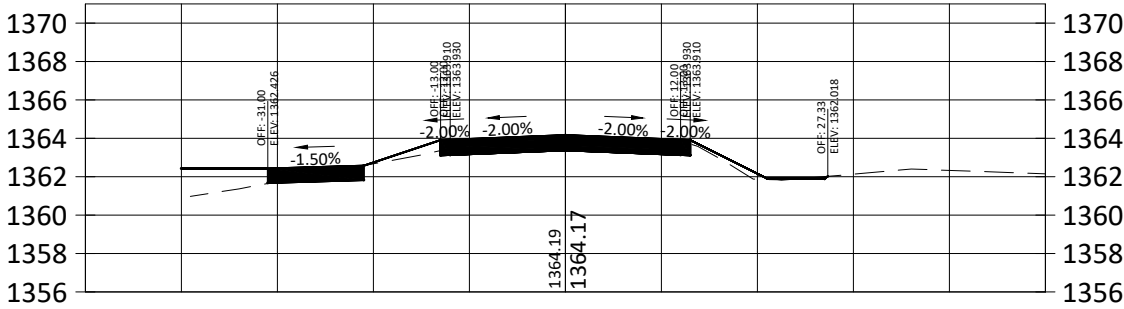
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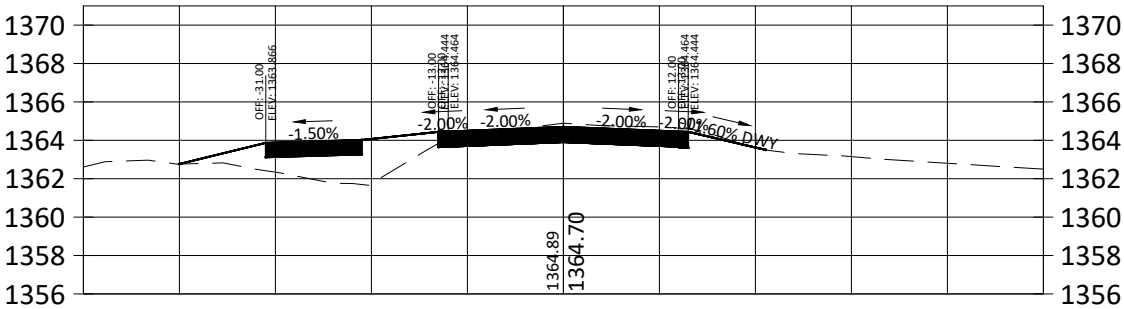
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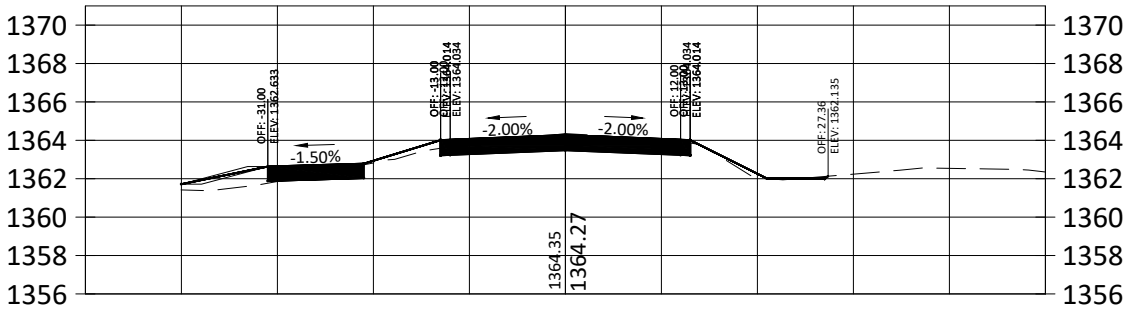
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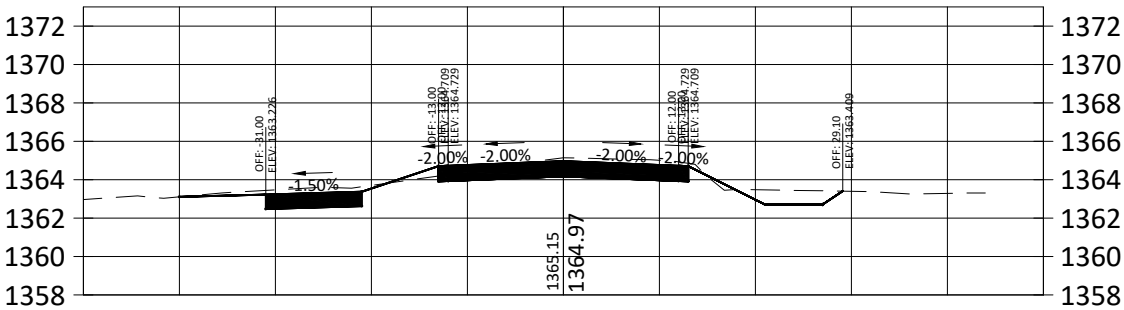
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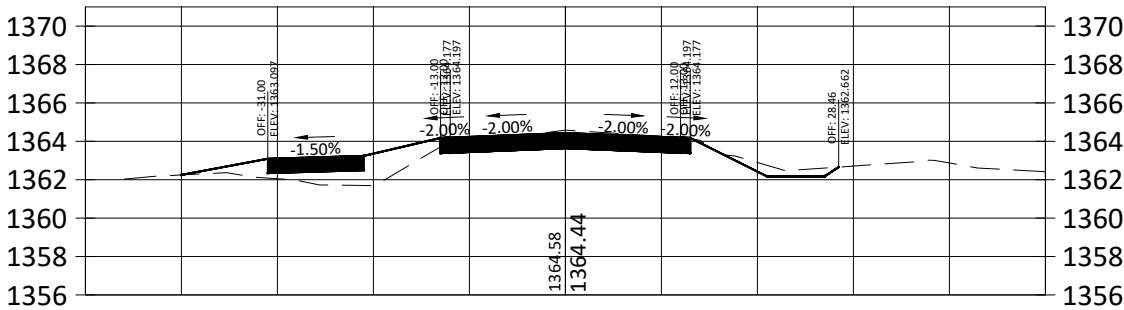
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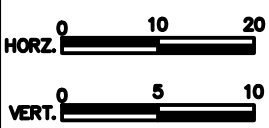
119+50.00



120+50.00



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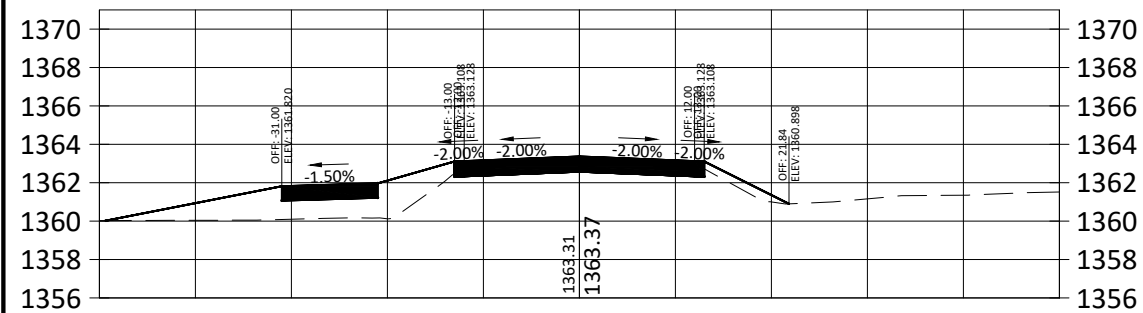
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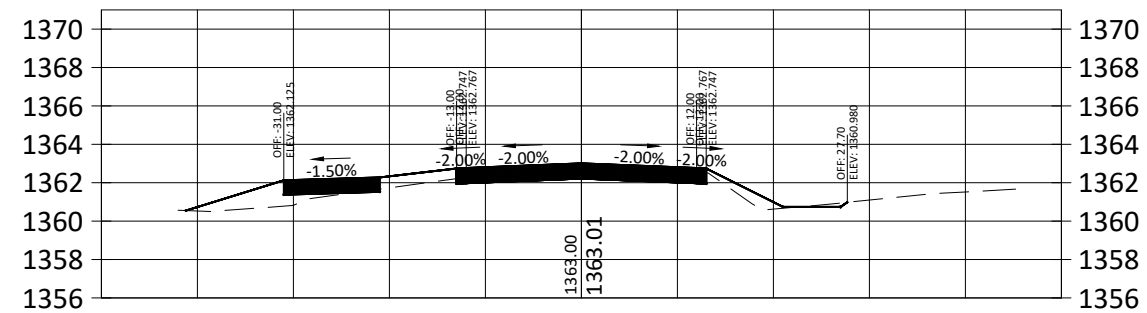
DATE: ####
LIC. NO. 59391

CROSS-SECTIONS - (PAVED TRAIL)	
COUNTY ROAD 101	
C.P. 080-101-015	SHEET NO. ---- OF #### SHEETS

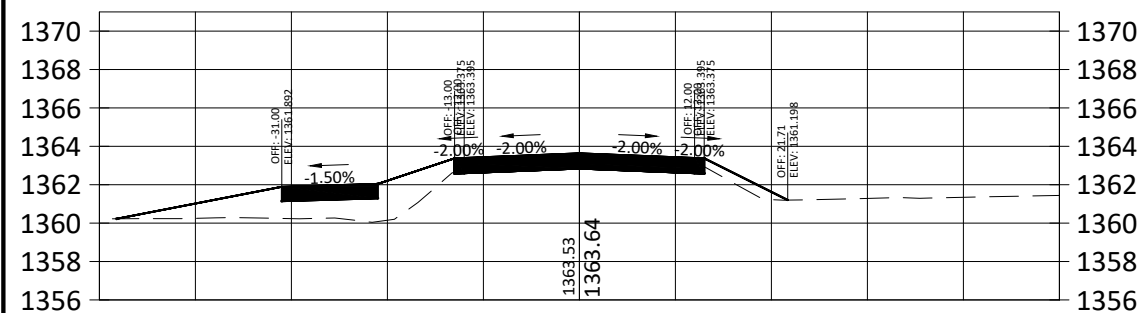
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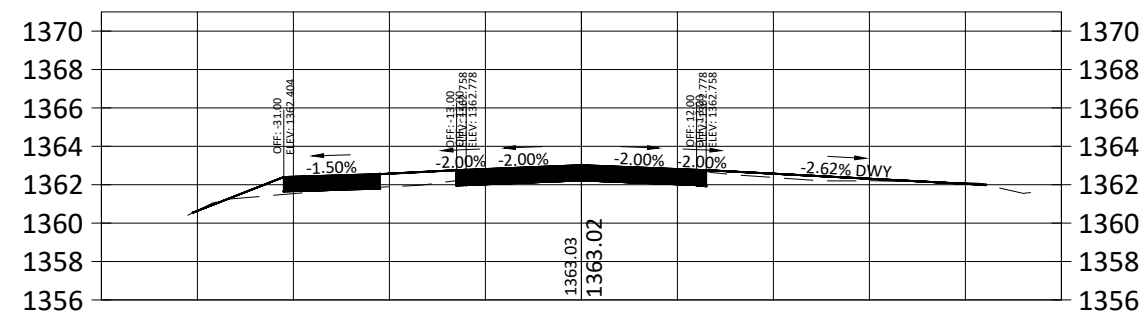
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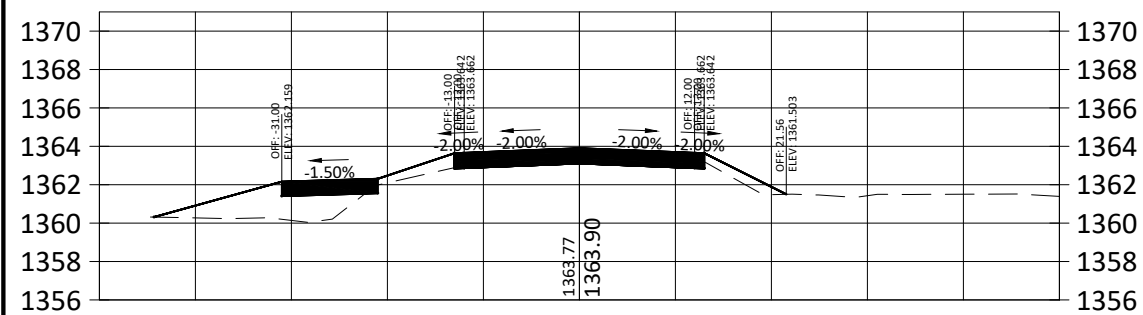
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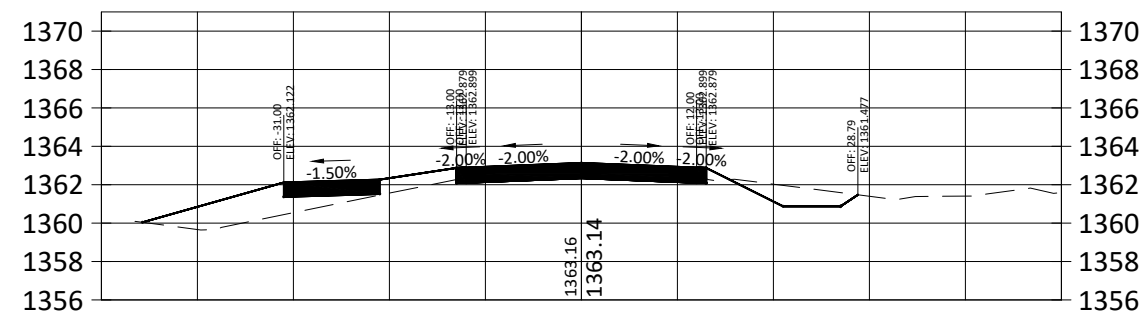
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121+50.00



123+00.00



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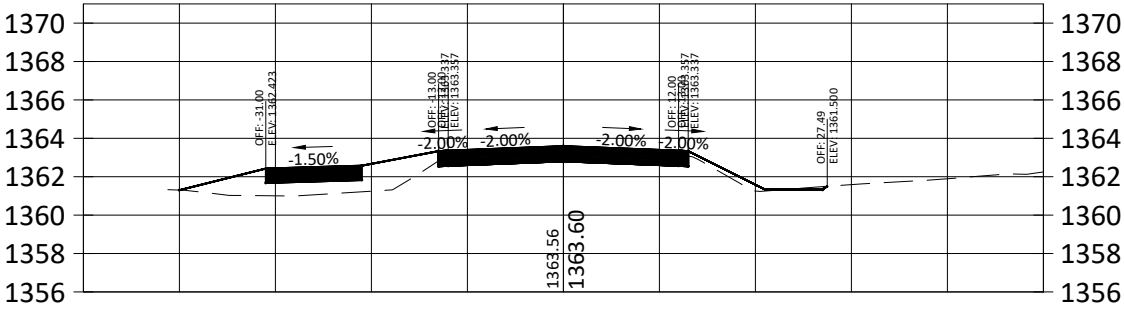
CROSS-SECTIONS - (PAVED TRAIL)

COUNTY ROAD 101

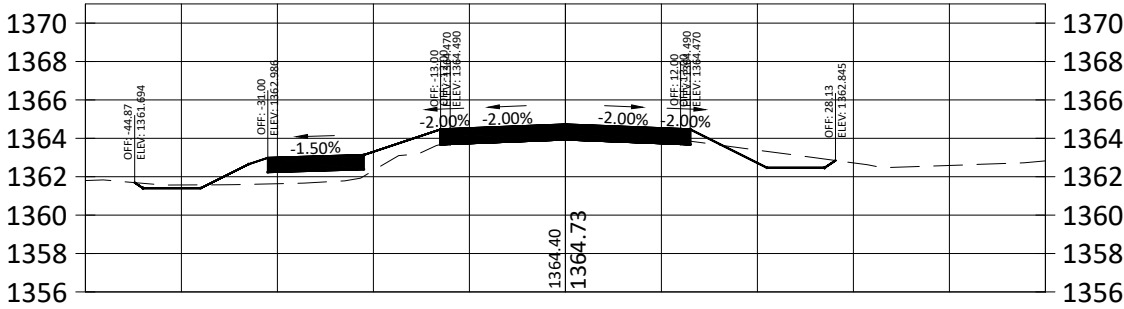
C.P. 080-101-015

SHEET NO. ---- OF ##### SHEETS

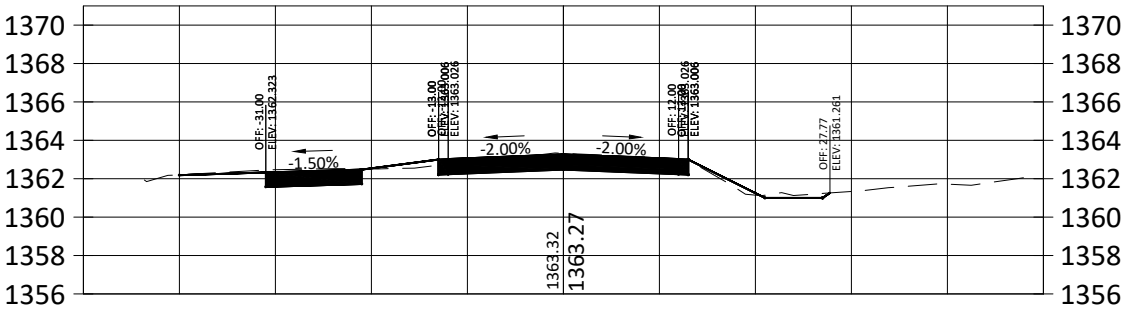
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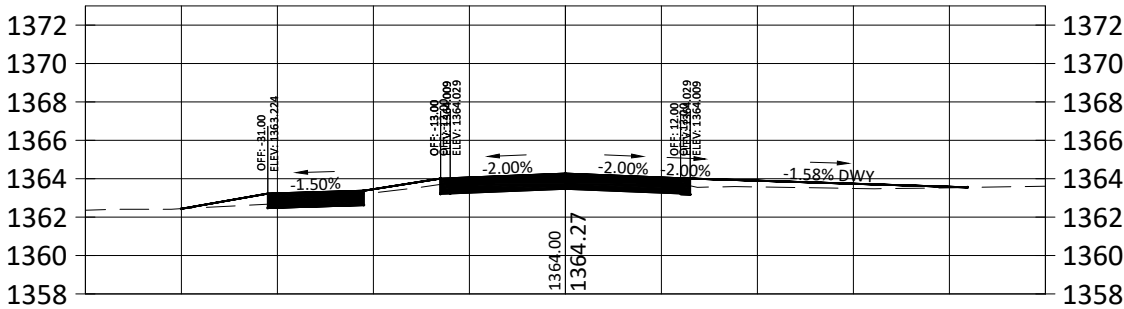
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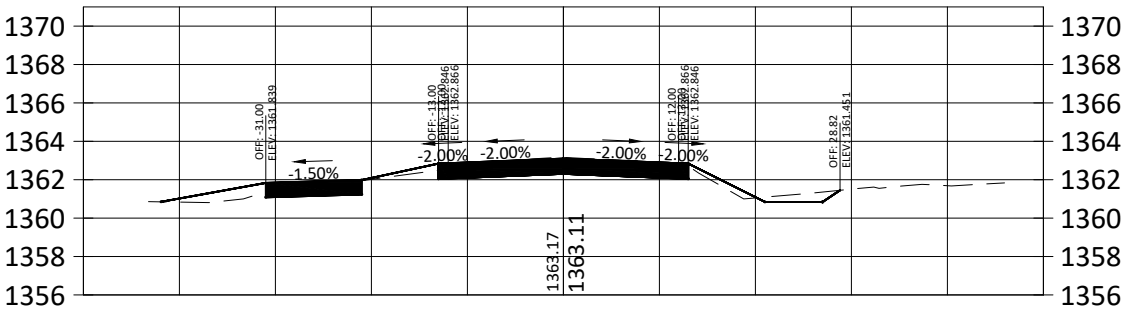
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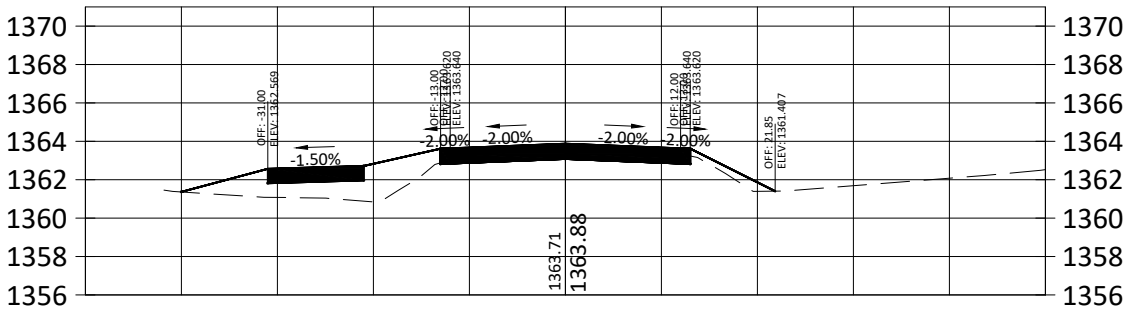
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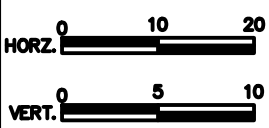
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126+00.00



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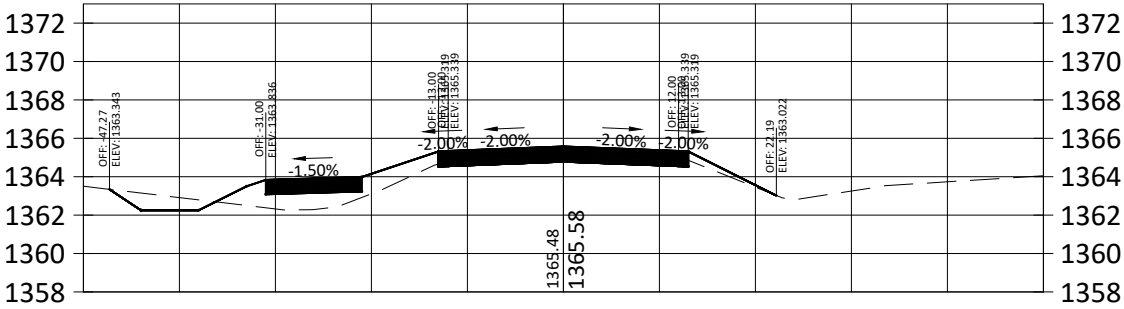
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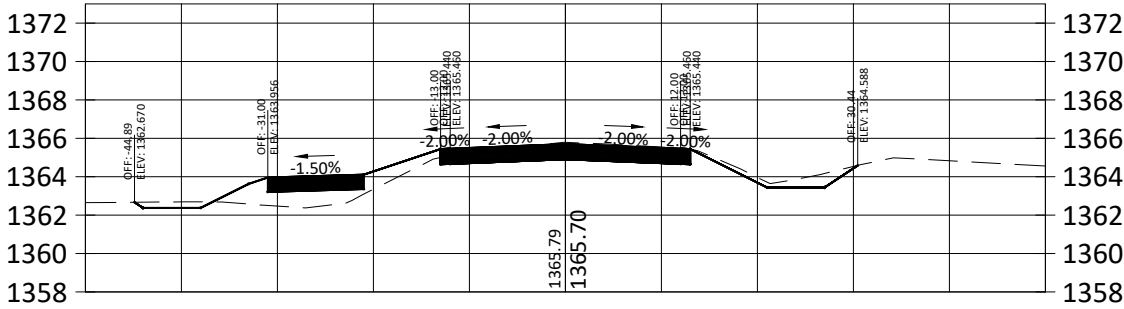
DATE: ####
LIC. NO. 59391

CROSS-SECTIONS - (PAVED TRAIL)	
COUNTY ROAD 101	
C.P. 080-101-015	SHEET NO. ---- OF #### SHEETS

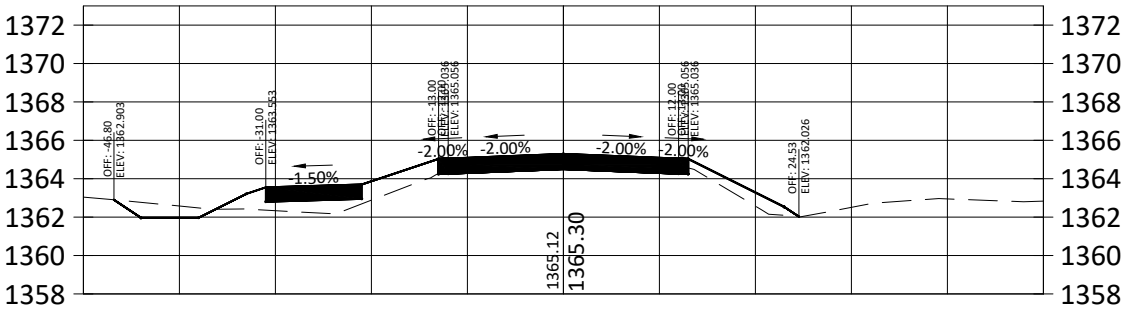
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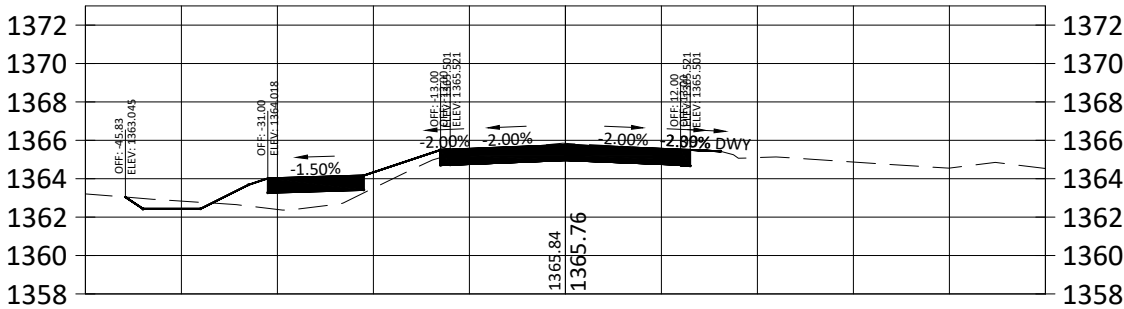
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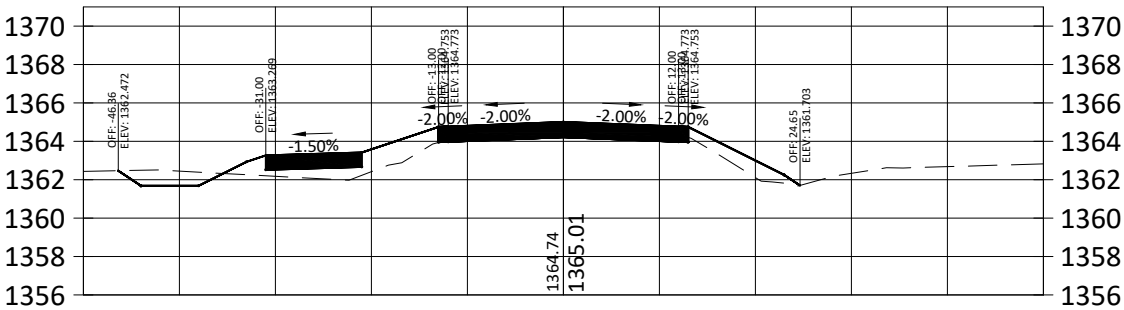
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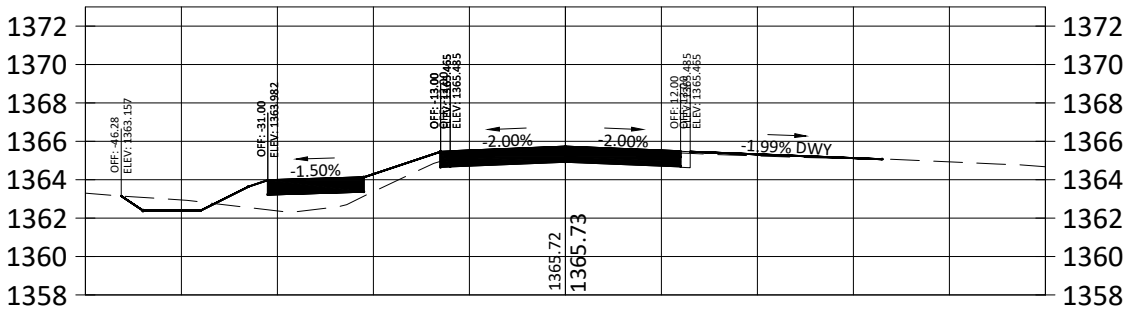
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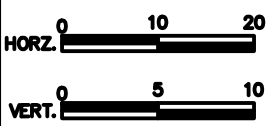
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129+33.57



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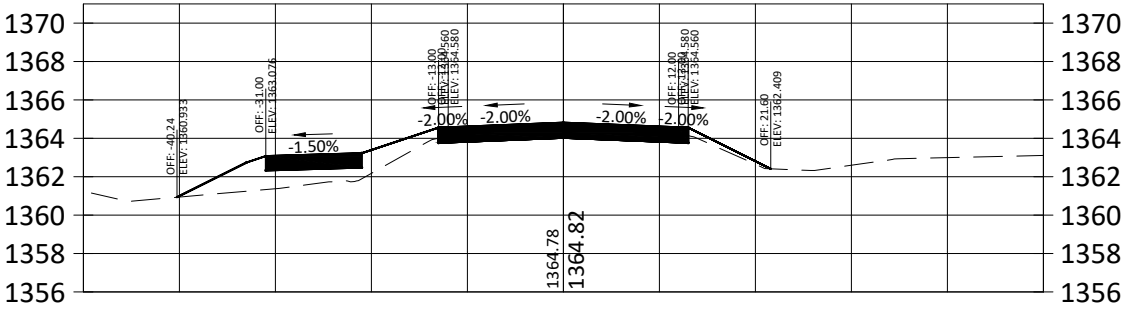
CROSS-SECTIONS - (PAVED TRAIL)

COUNTY ROAD 101

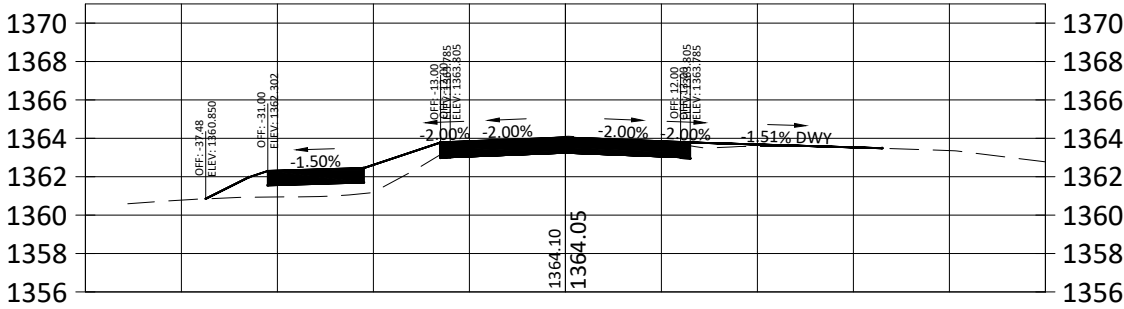
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SHEET NO. ---- OF #### SHEETS

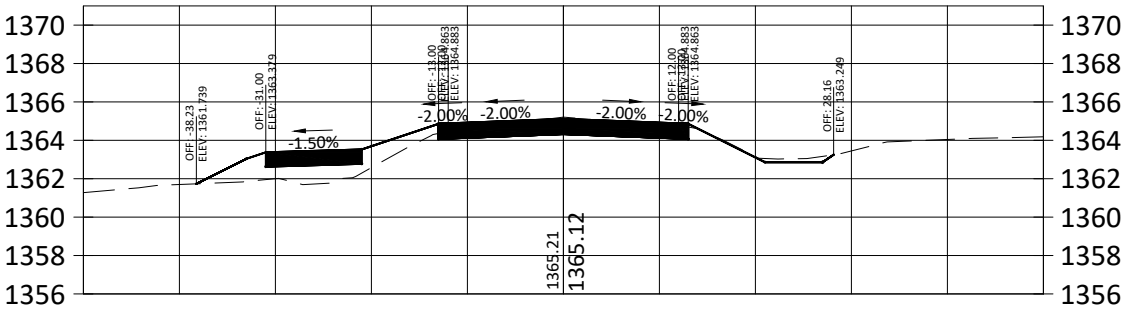
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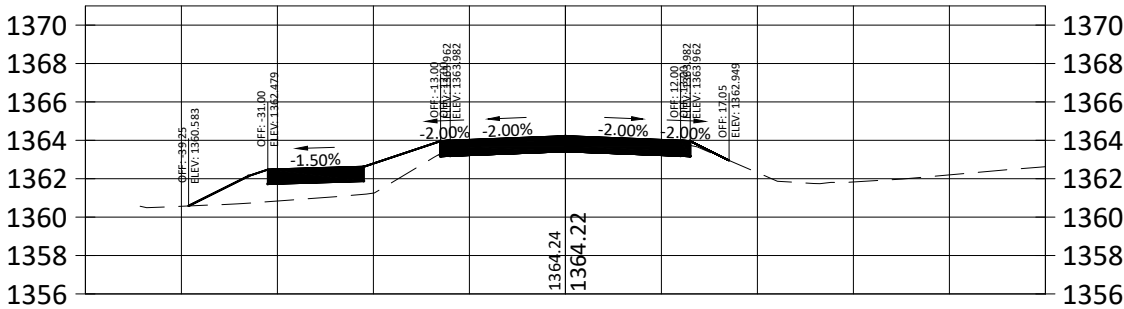
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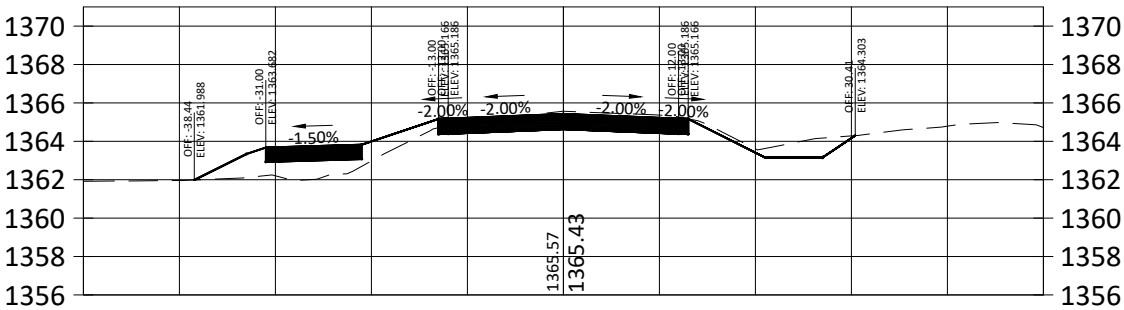
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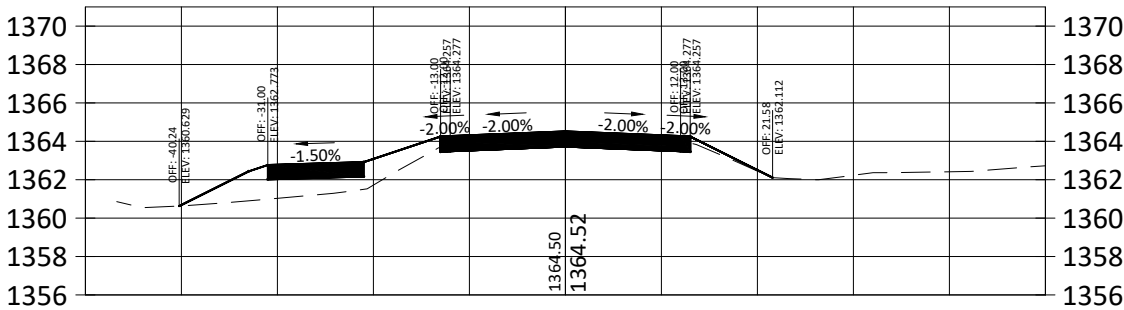
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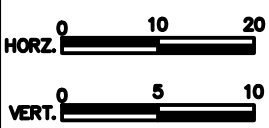
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132+00.00



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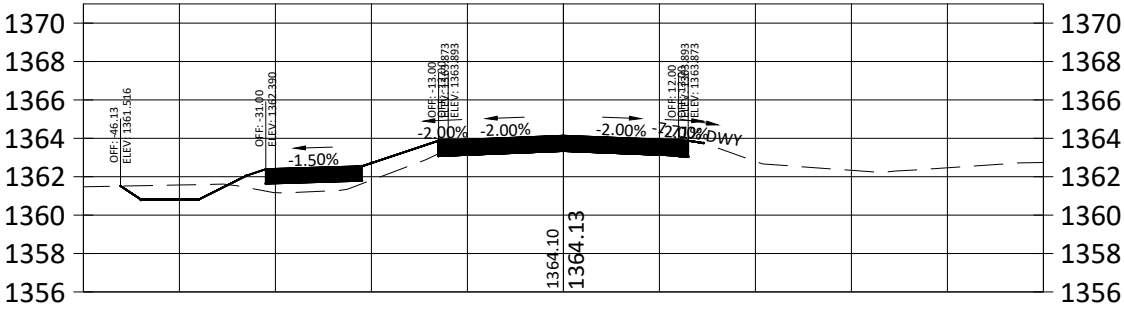
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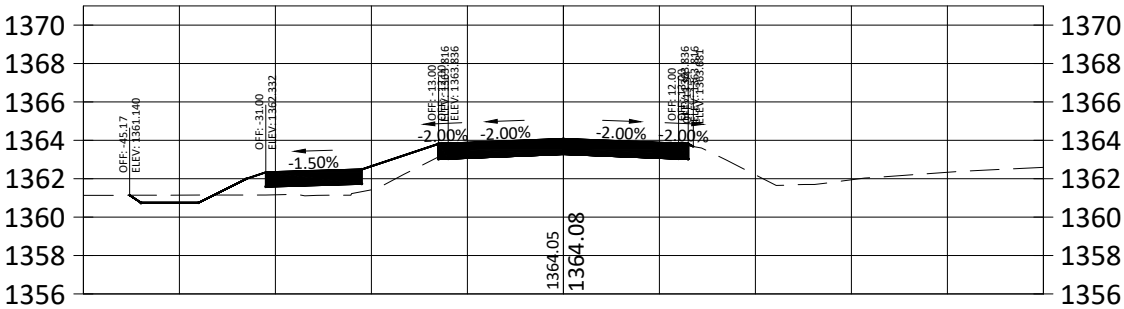
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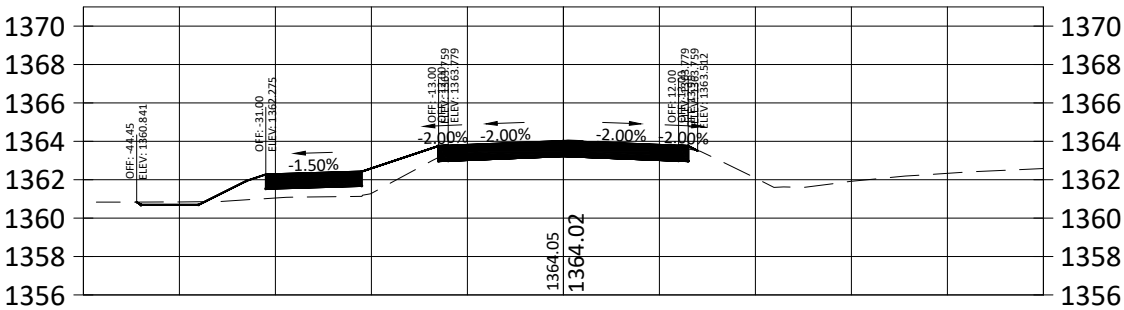
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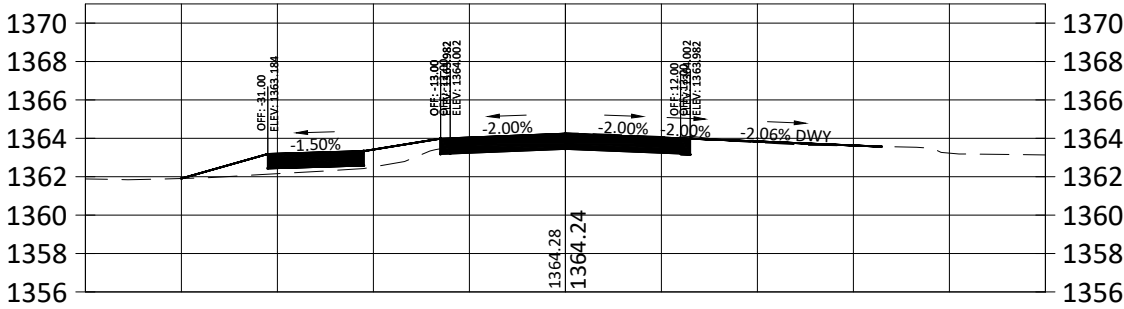
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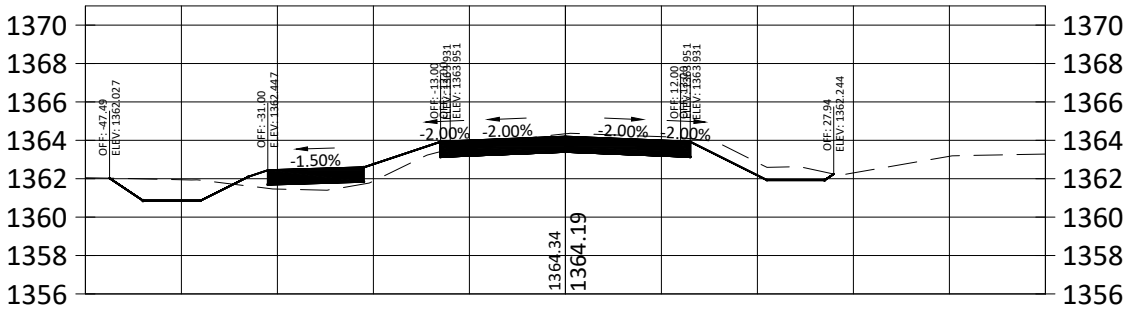
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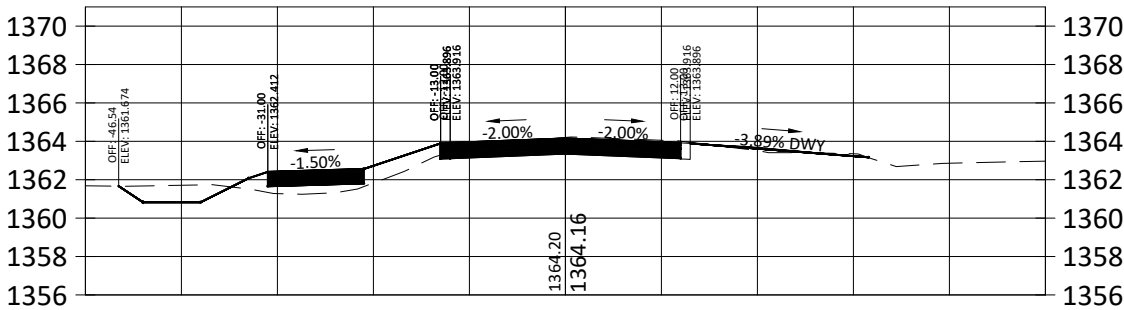
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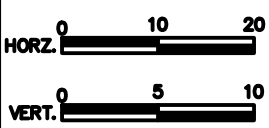
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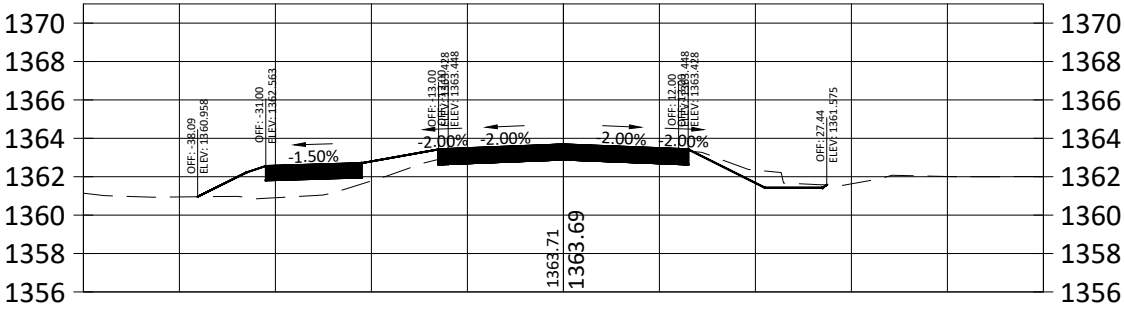
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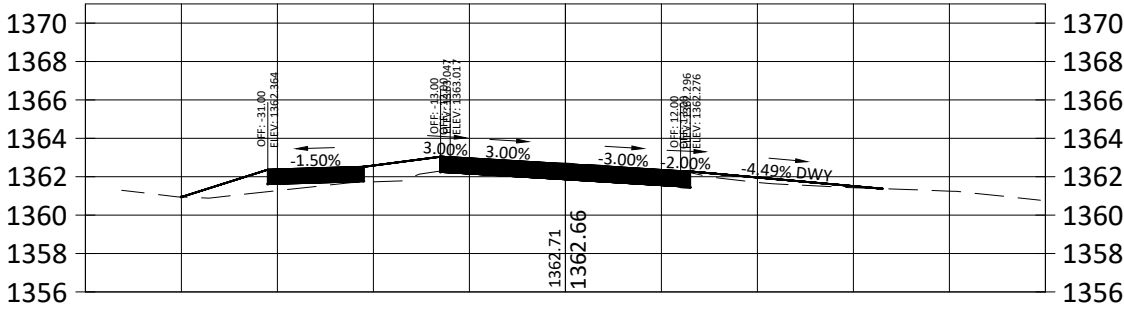
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CROSS-SECTIONS - (PAVED TRAIL)
COUNTY ROAD 101
C.P. 080-101-015 SHEET NO. ---- OF #### SHEETS

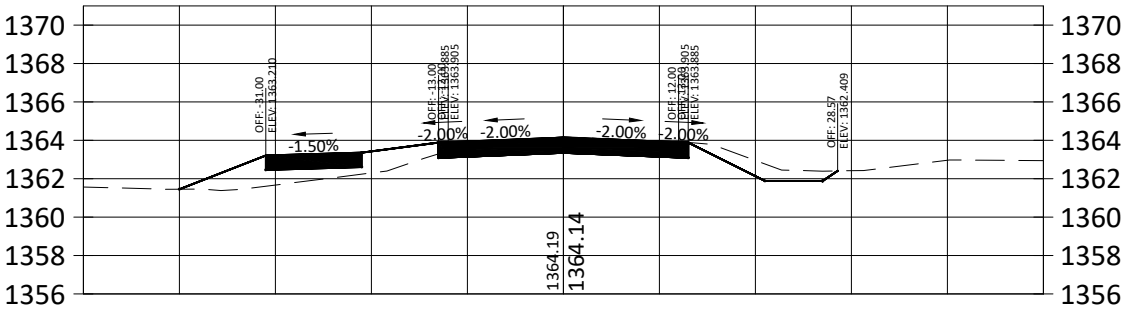
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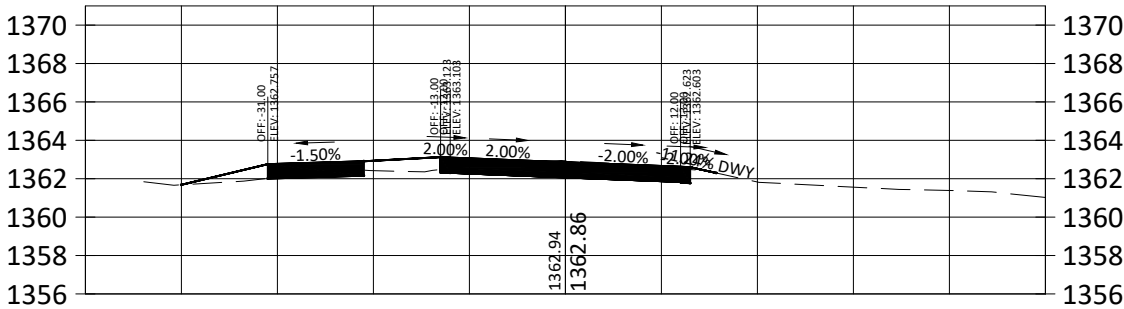
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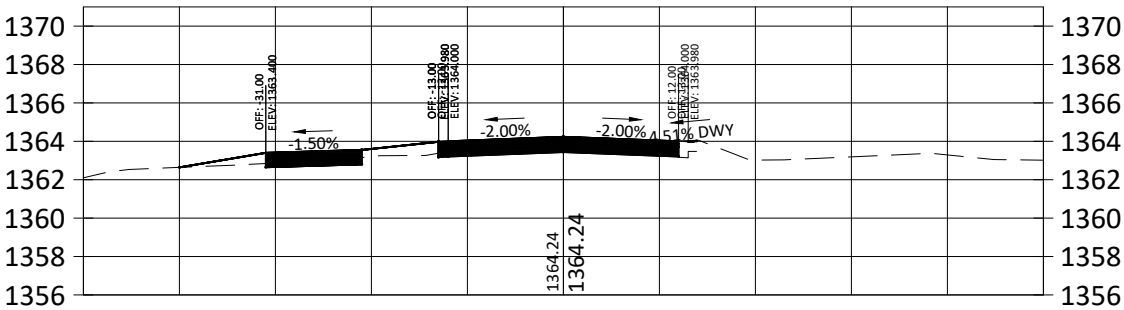
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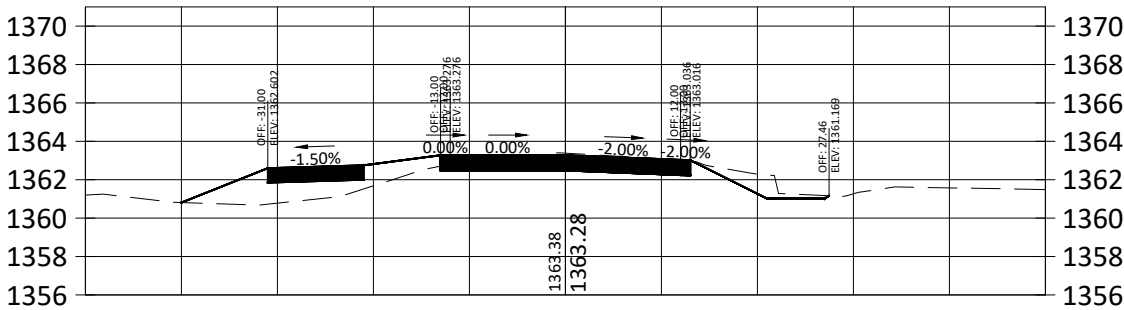
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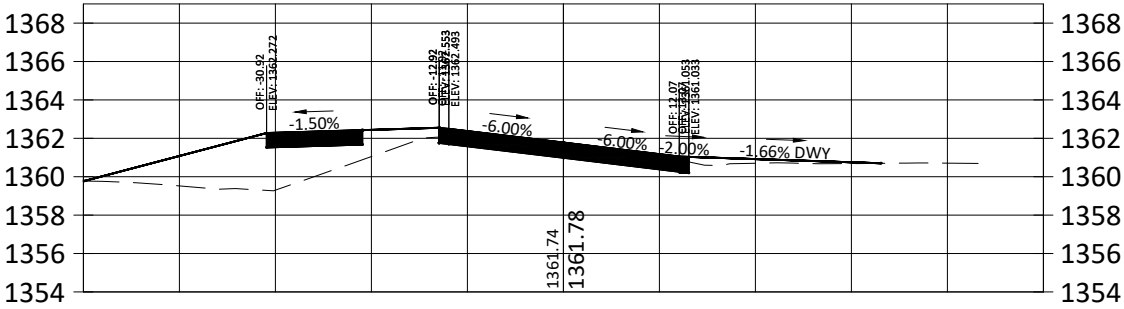
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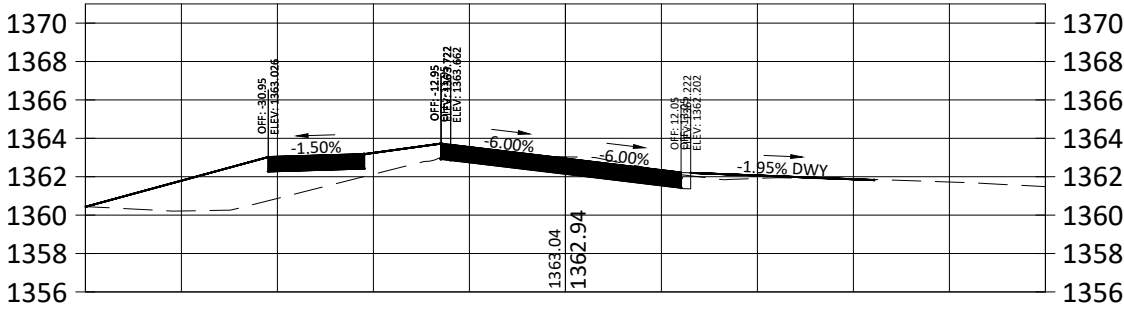
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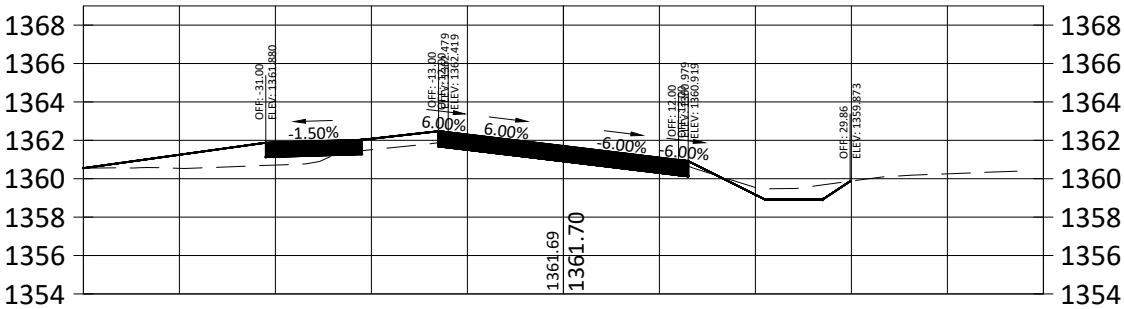
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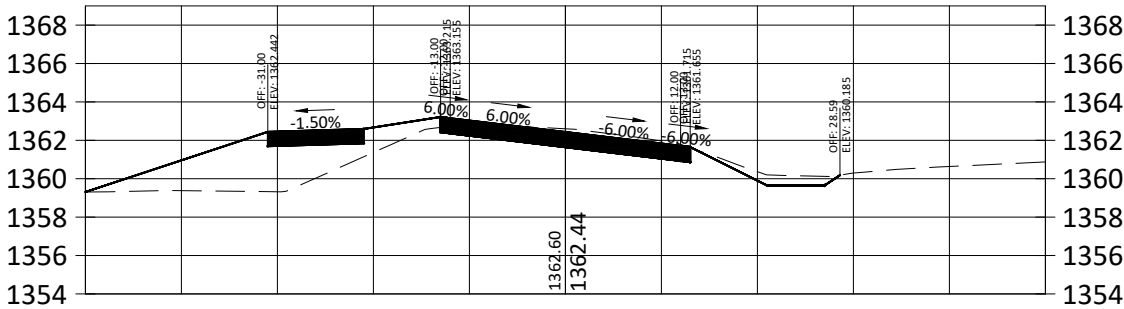
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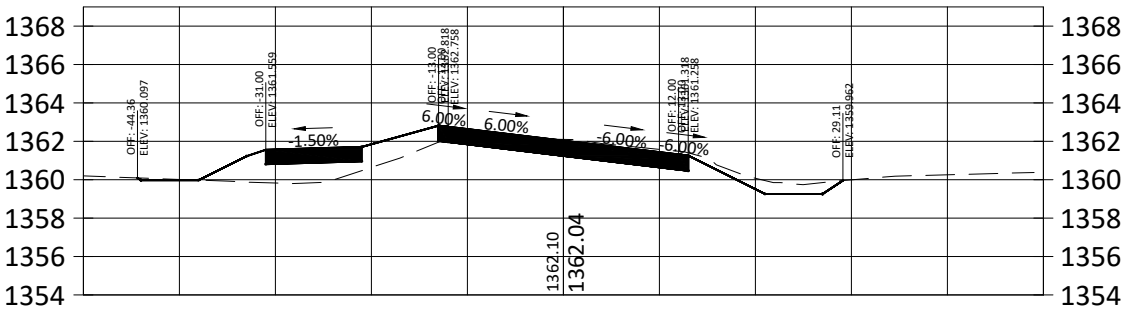
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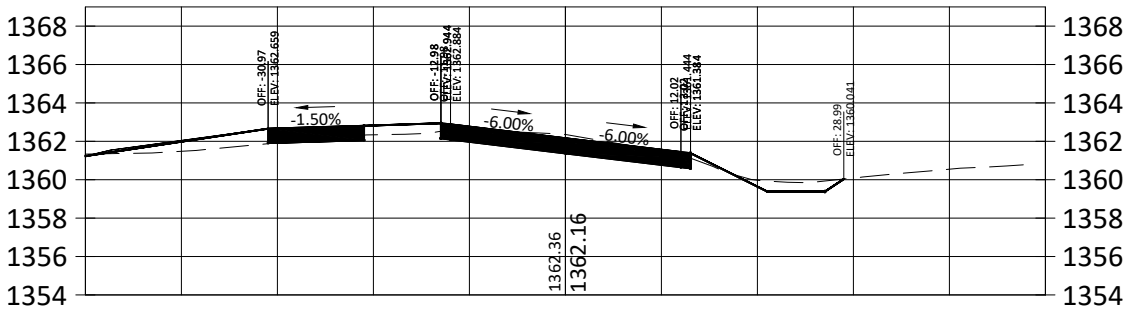
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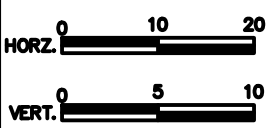
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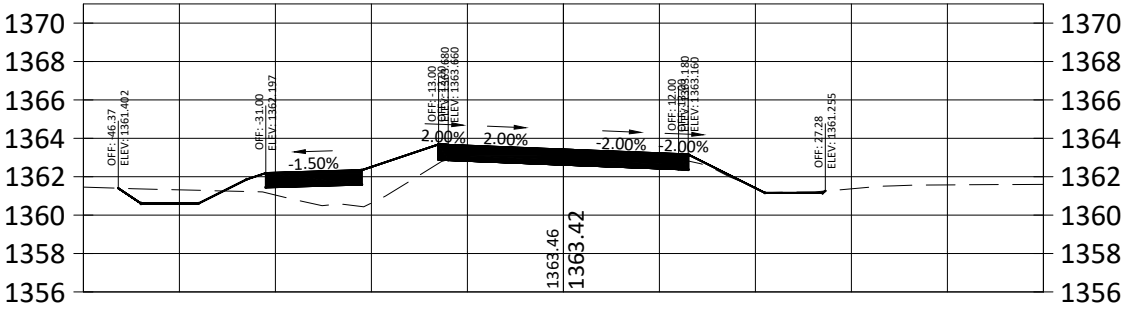
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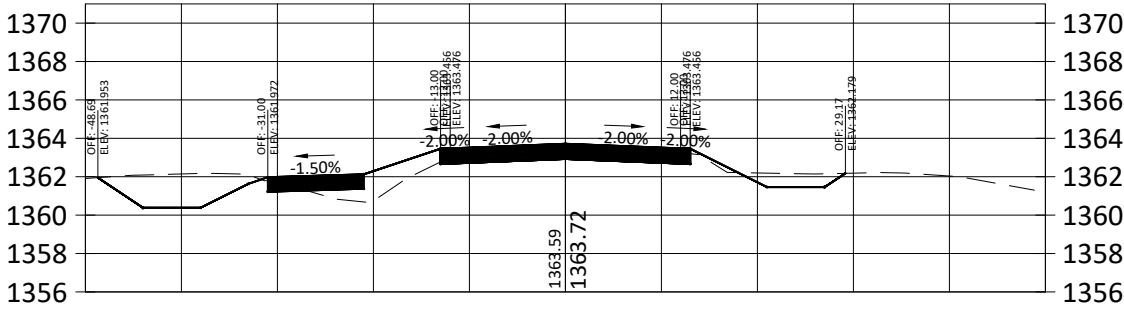
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CROSS-SECTIONS - (PAVED TRAIL)
COUNTY ROAD 101
C.P. 080-101-015 SHEET NO. ---- OF #### SHEETS

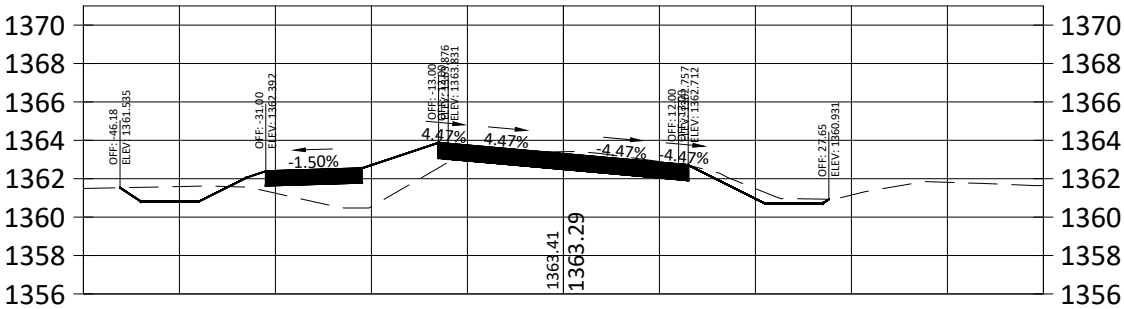
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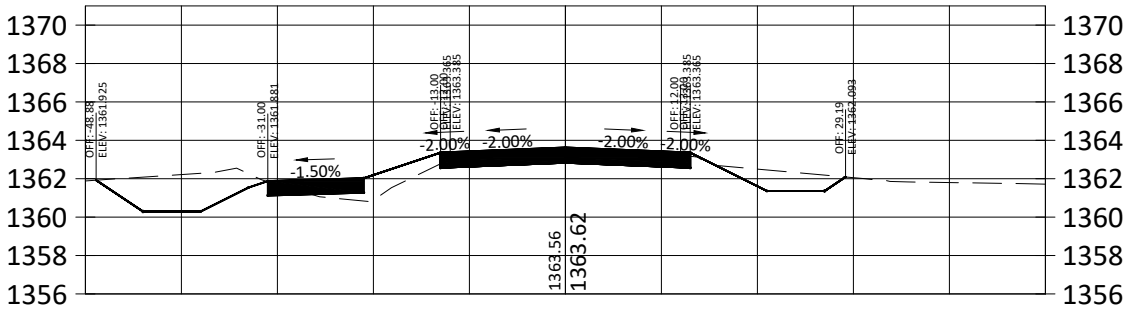
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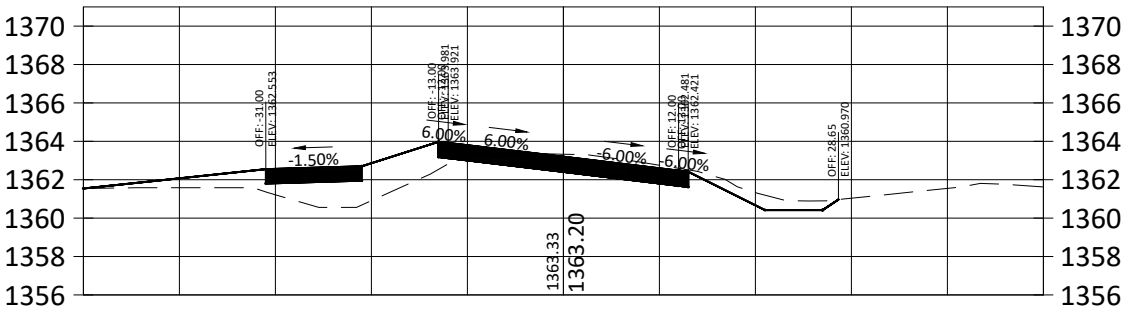
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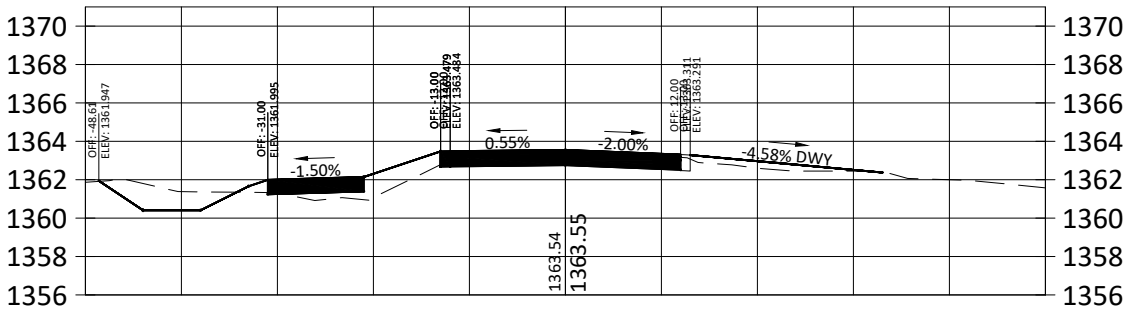
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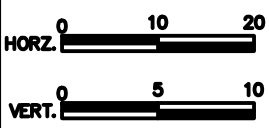
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142+41.35



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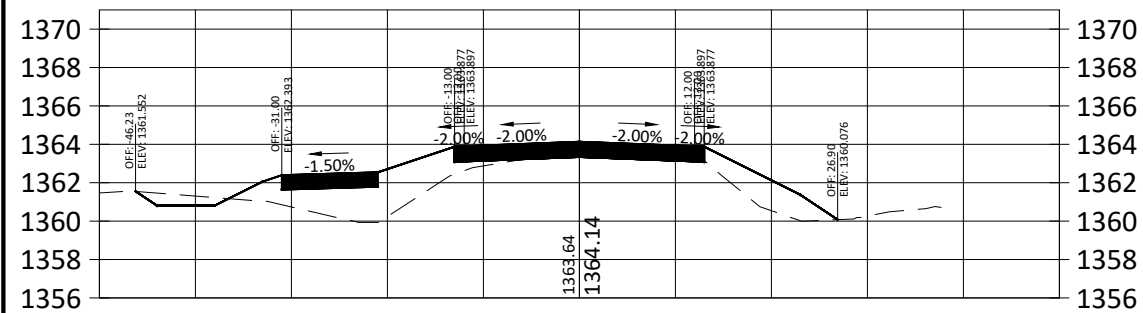
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DRAFT

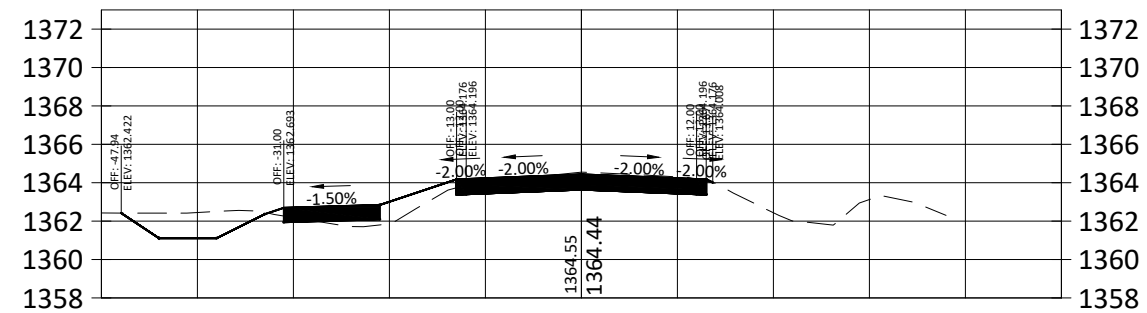
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CROSS-SECTIONS - (PAVED TRAIL)	
COUNTY ROAD 101	
C.P. 080-101-015	SHEET NO. ---- OF #### SHEETS

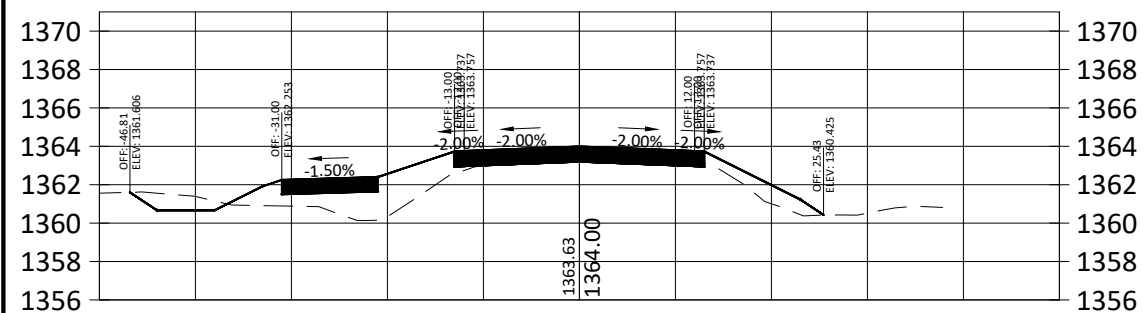
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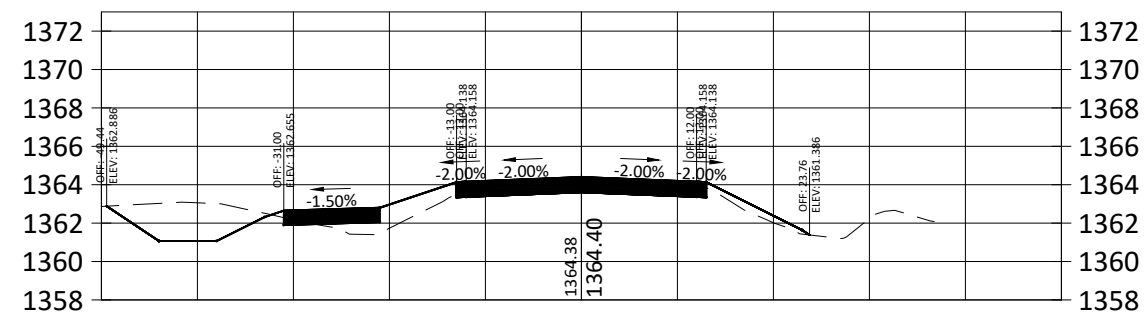
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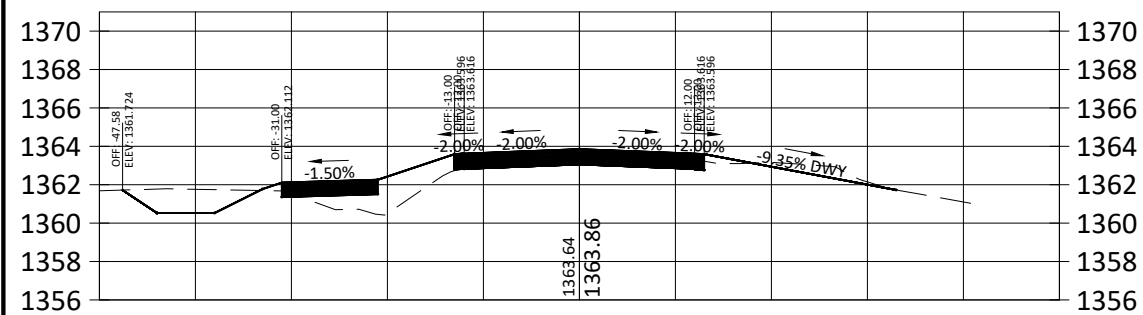
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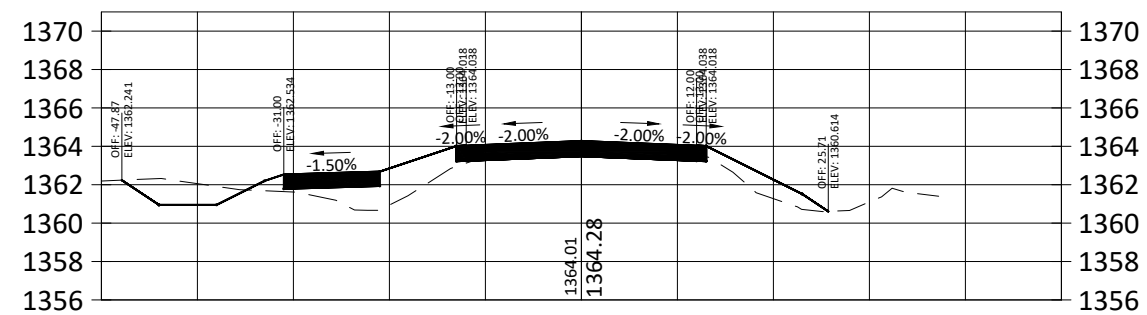
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143+50.00



145+00.00



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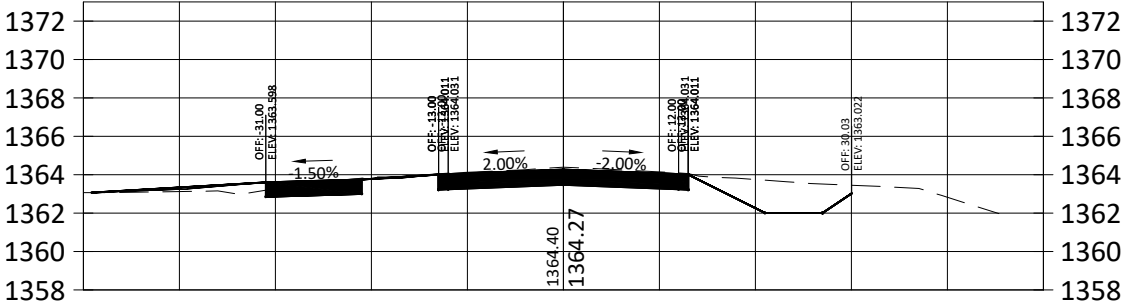
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COUNTY ROAD 101

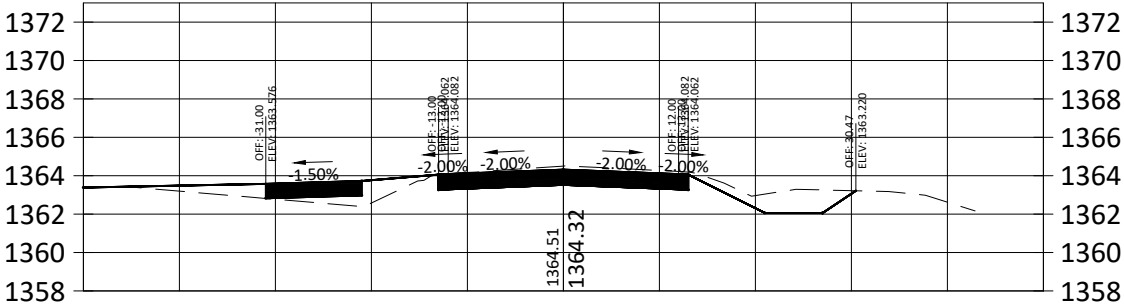
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SHEET NO. ---- OF ##### SHEETS

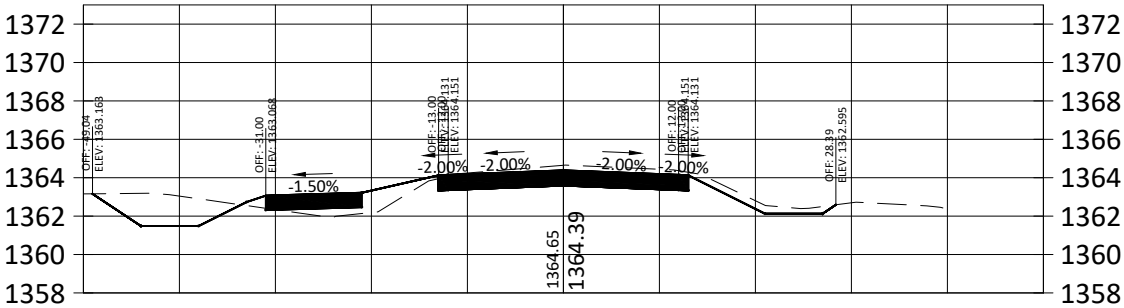
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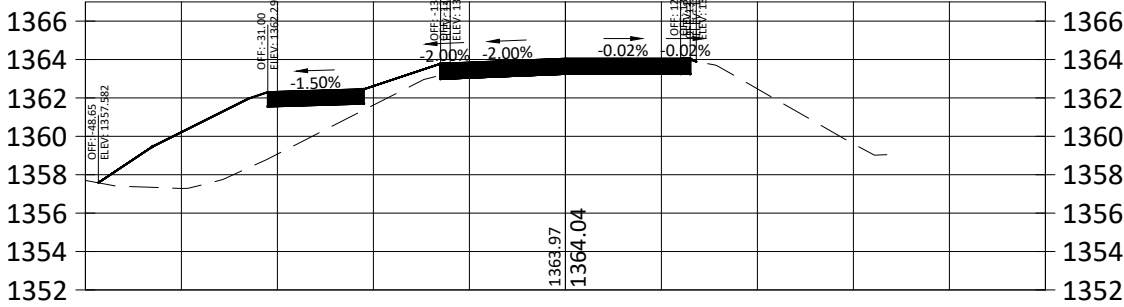
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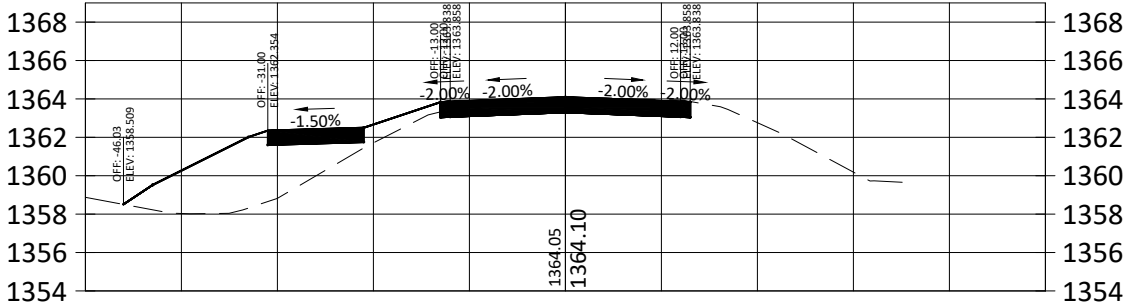
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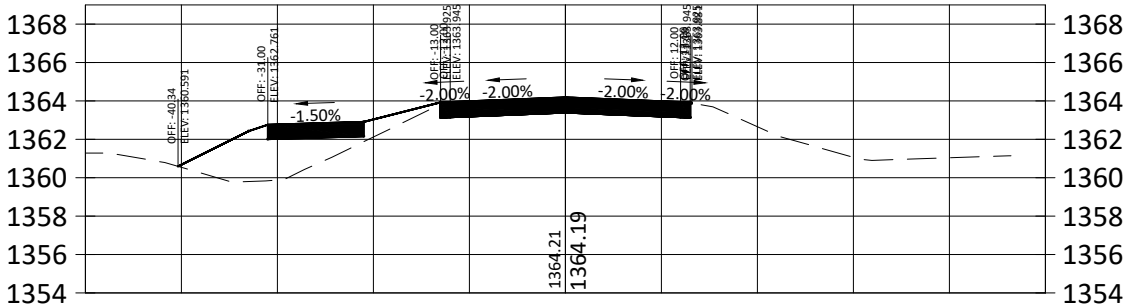
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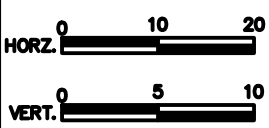
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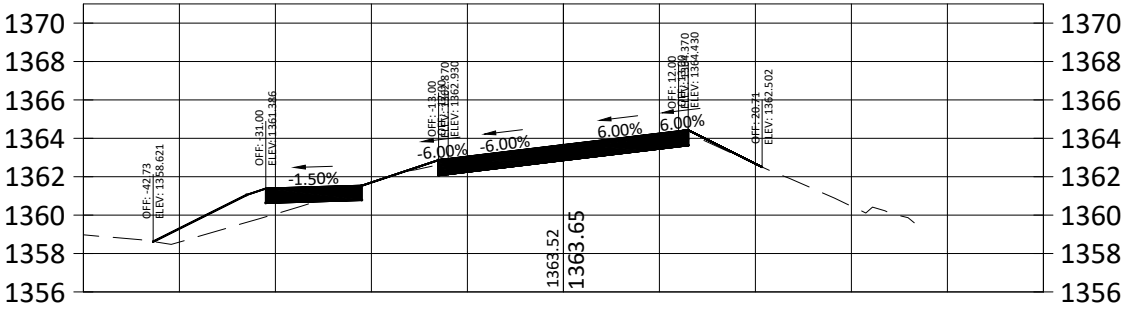
DATE	REVISION

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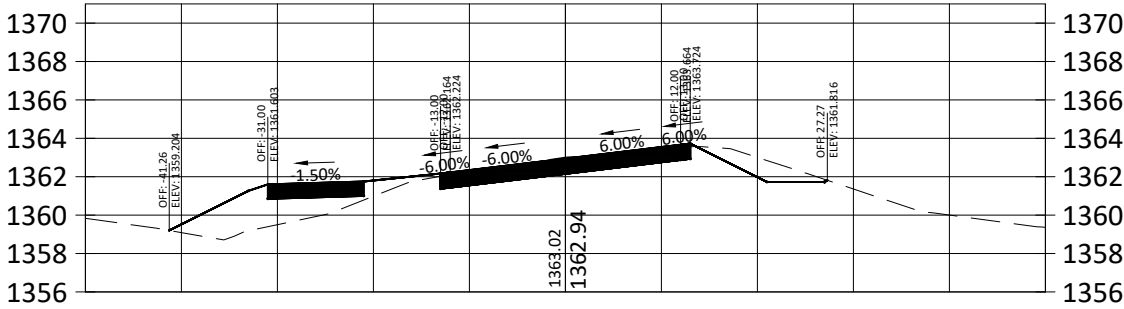
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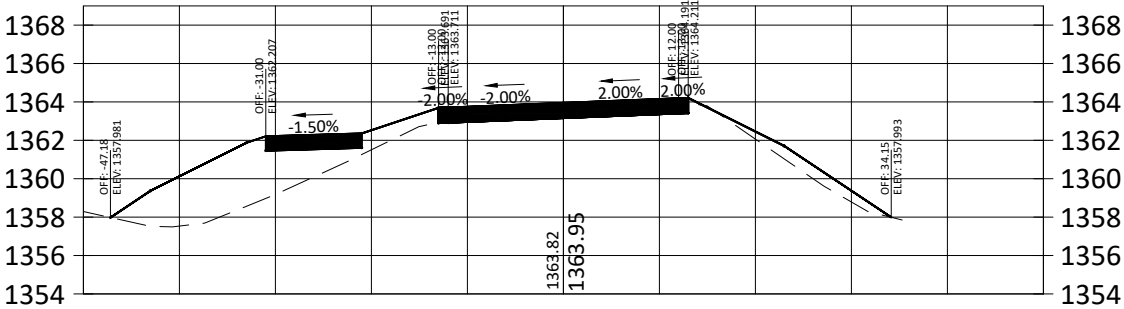
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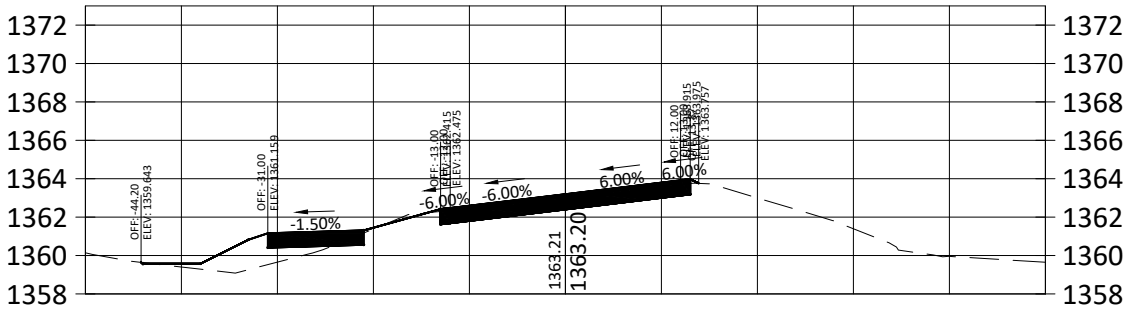
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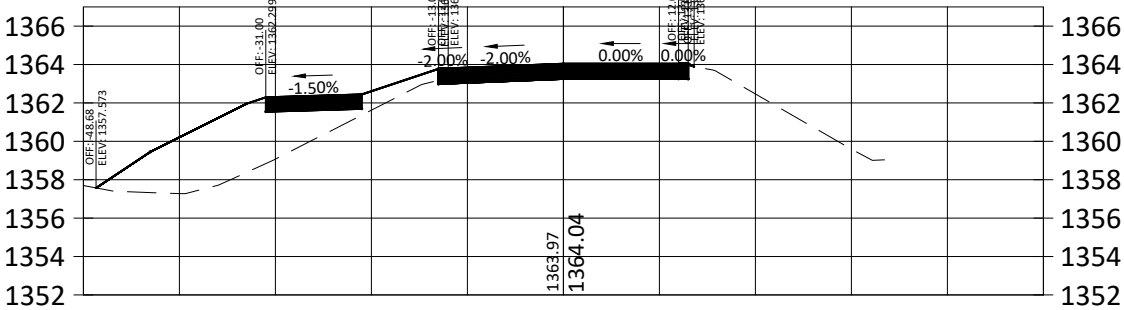
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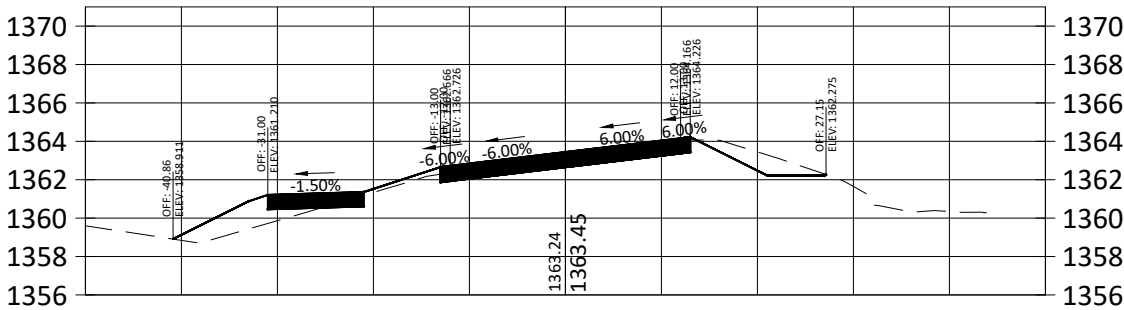
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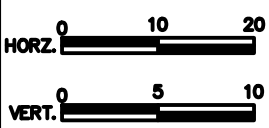
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150+50.00



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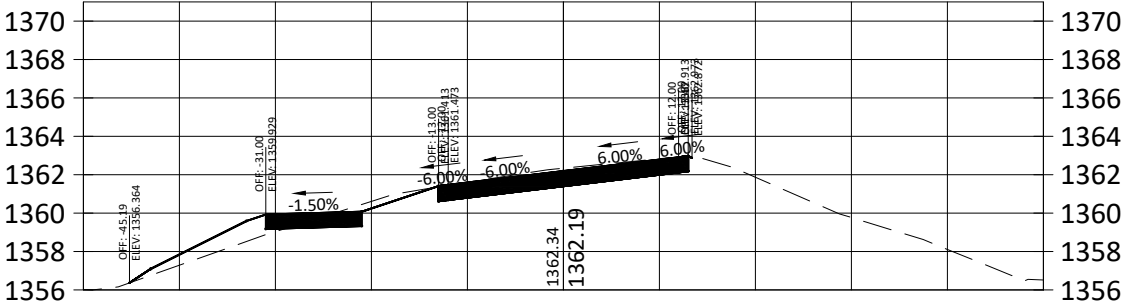
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COUNTY ROAD 101

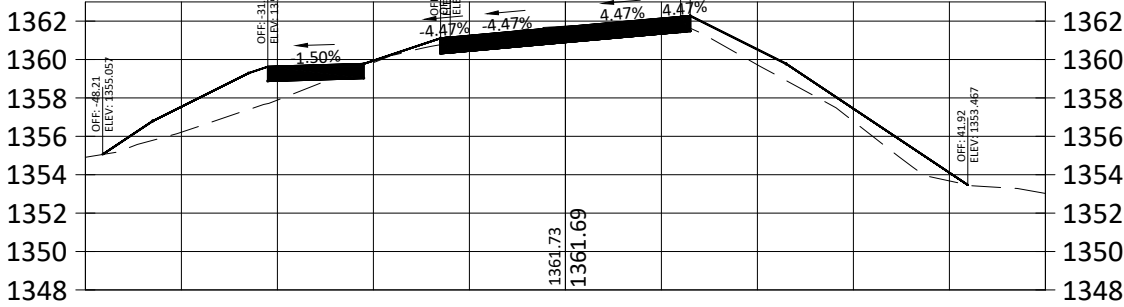
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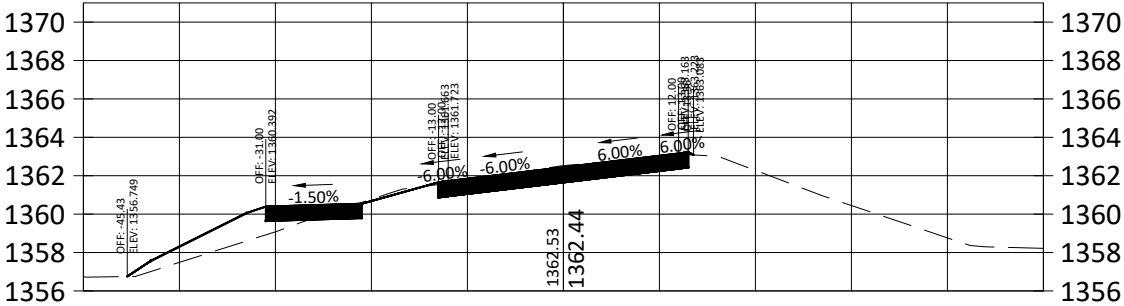
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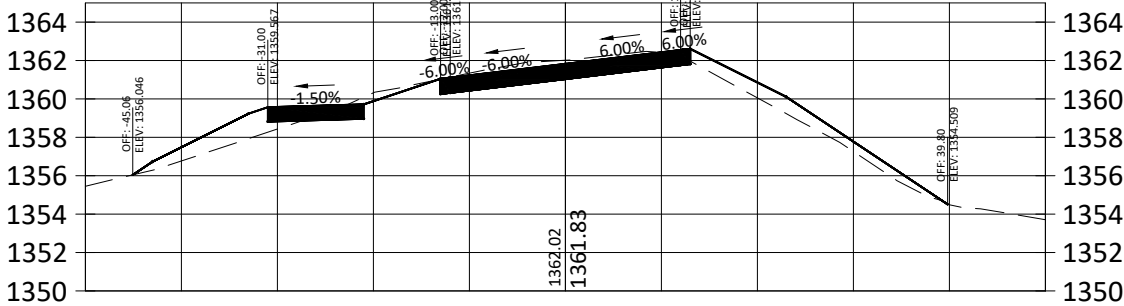
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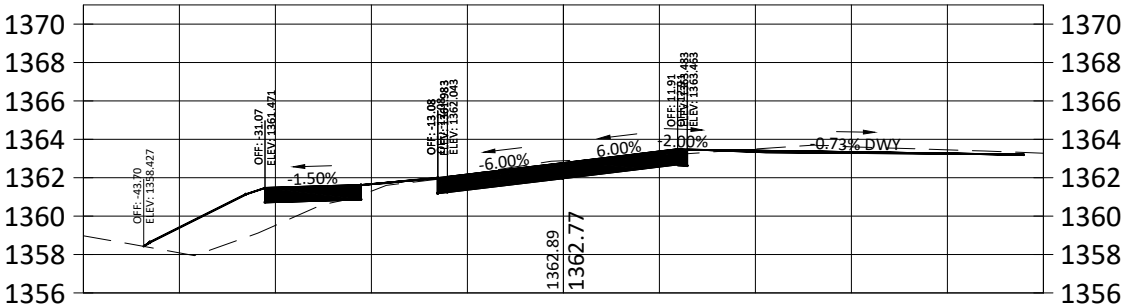
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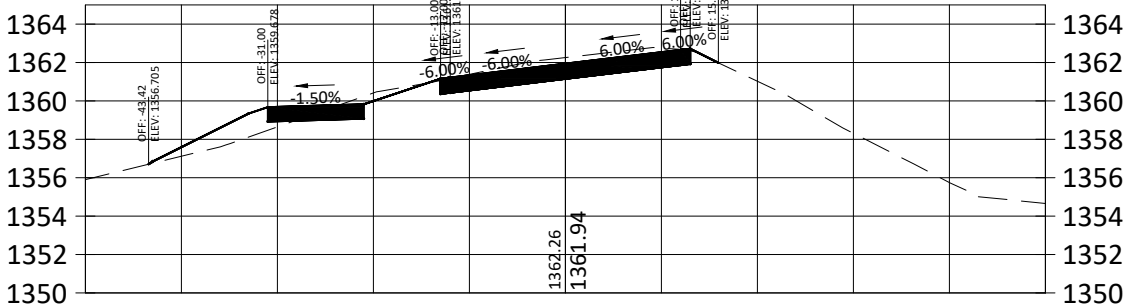
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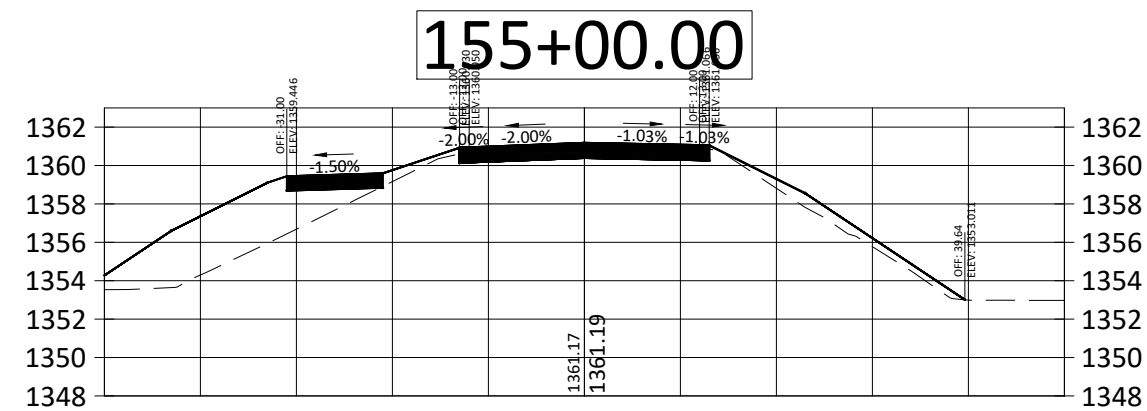
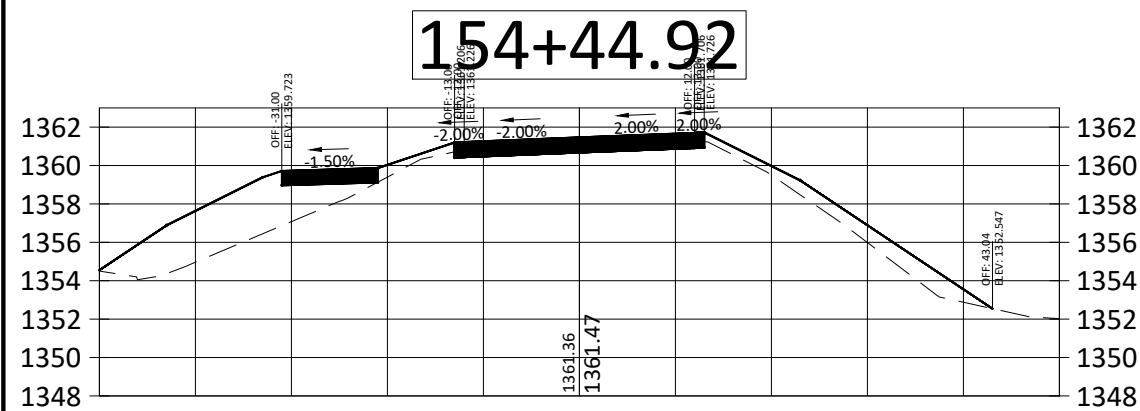
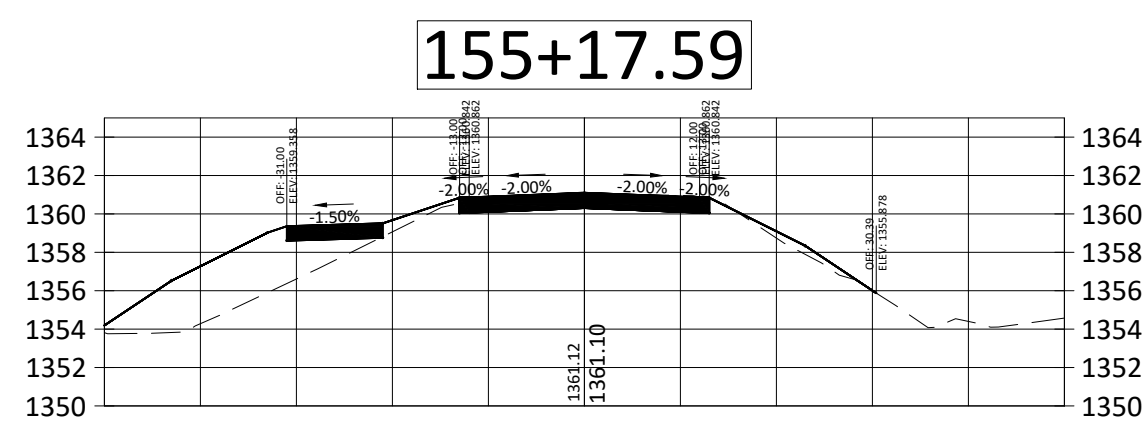
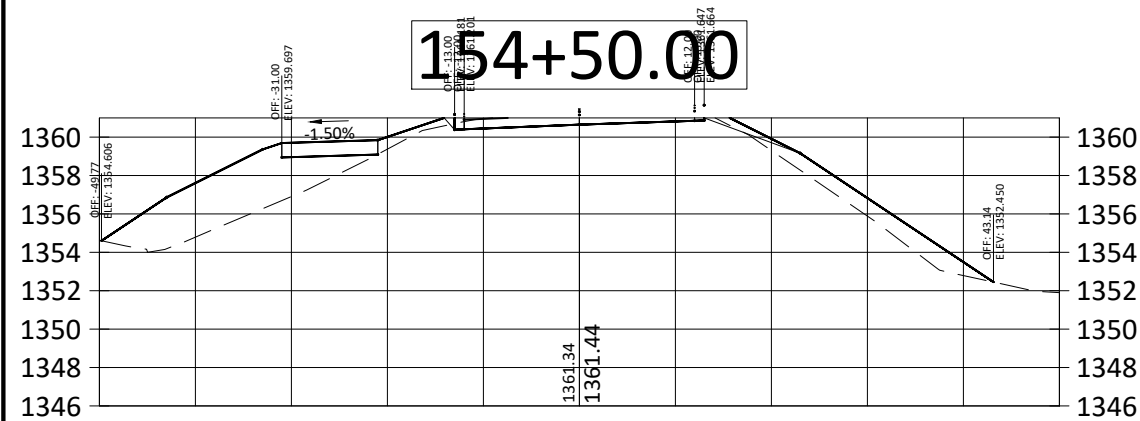
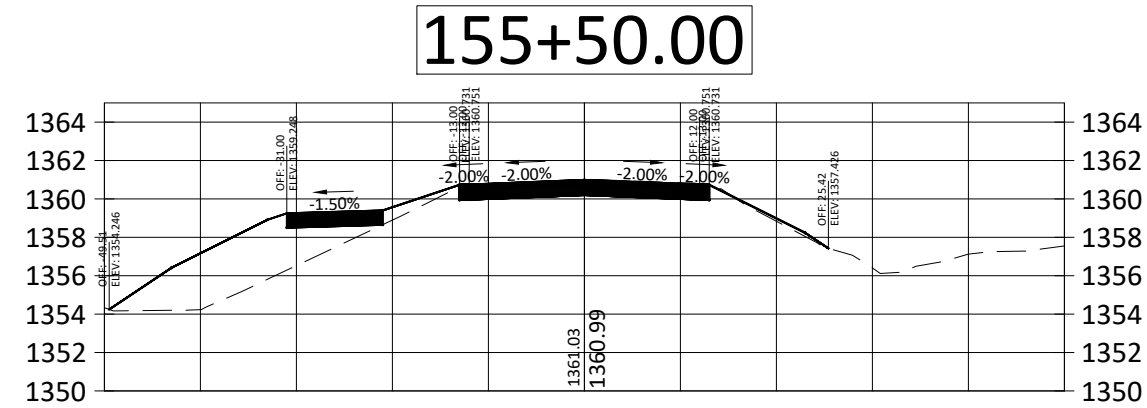
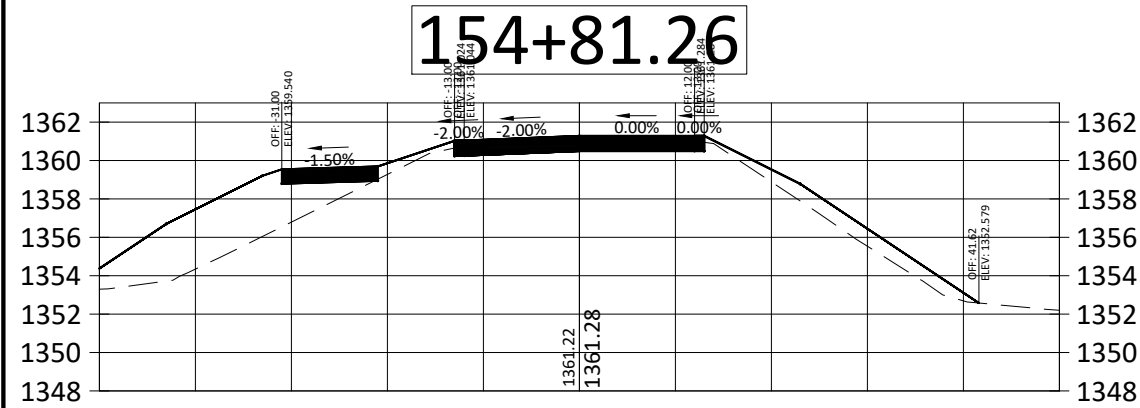


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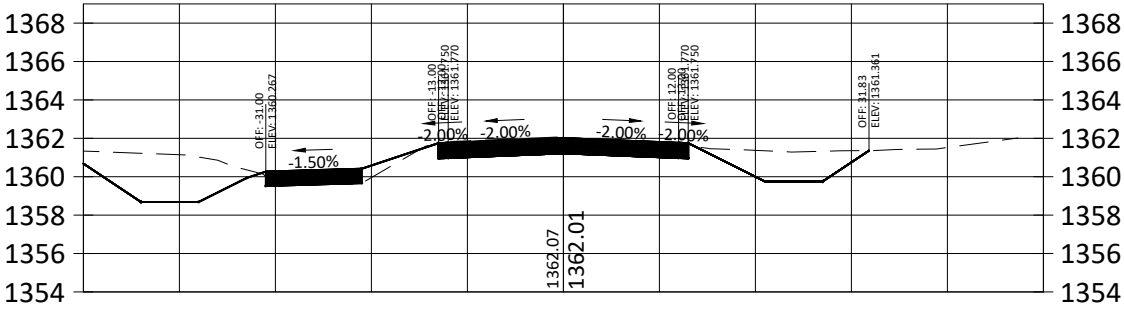


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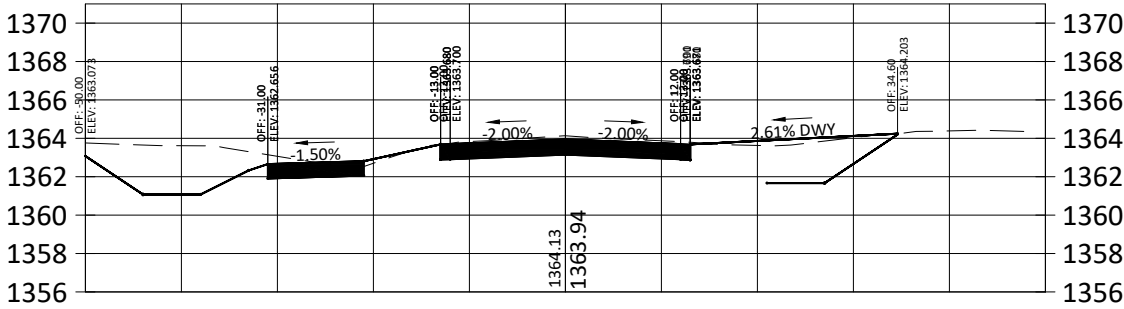




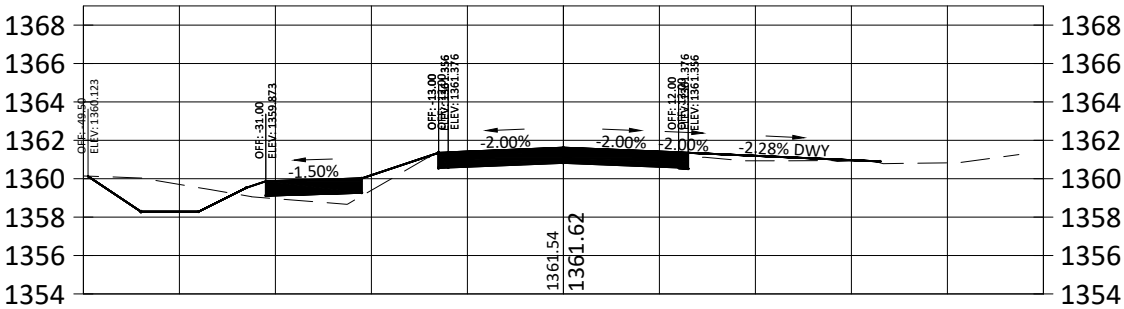
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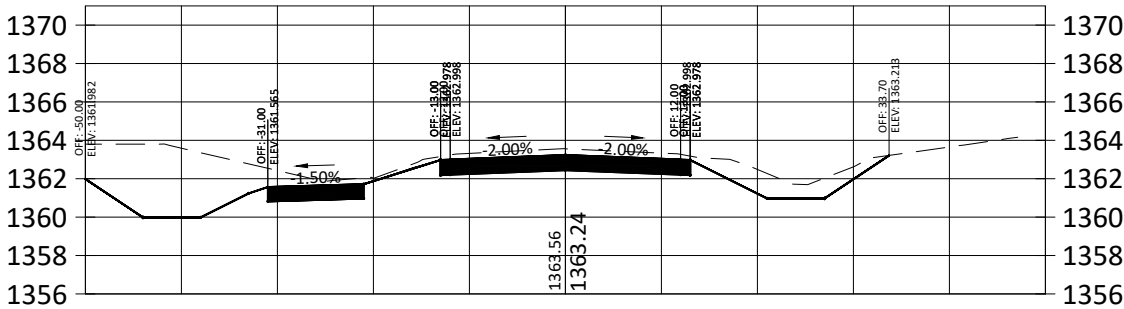
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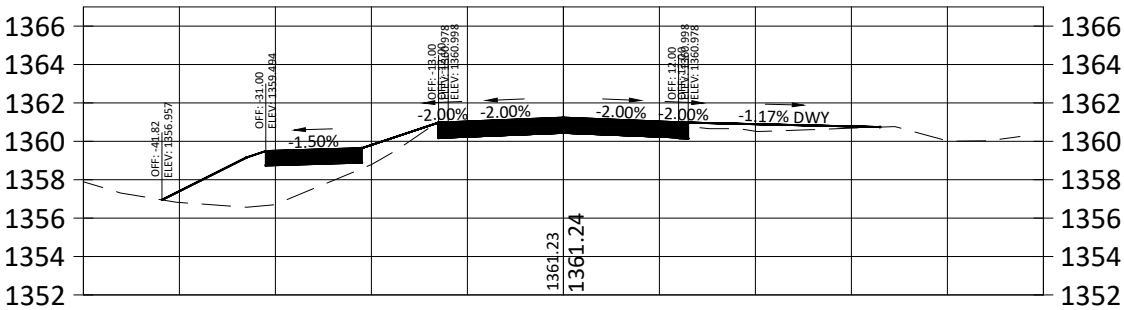
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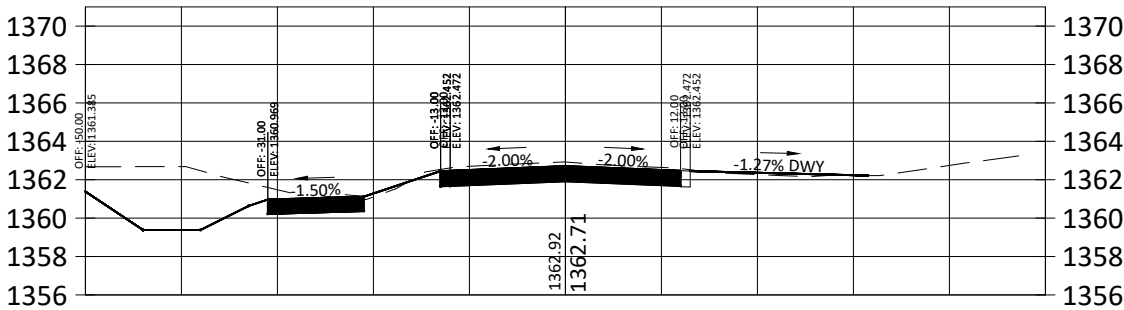
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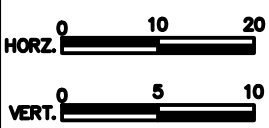
156+00.00



156+84.62



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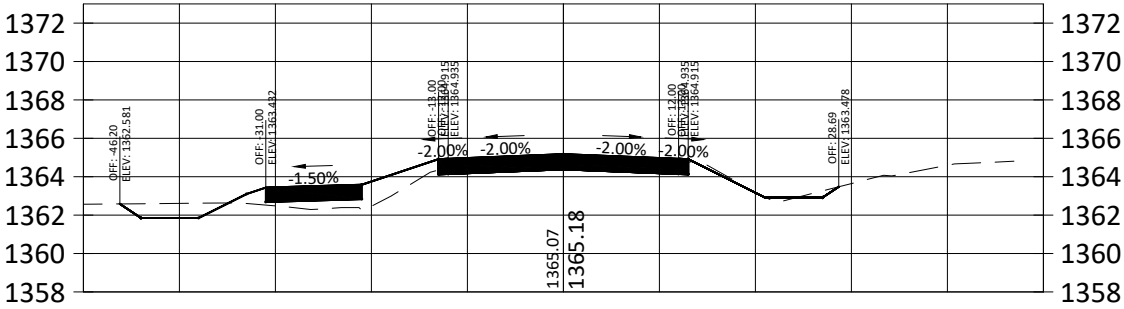
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DRAFT

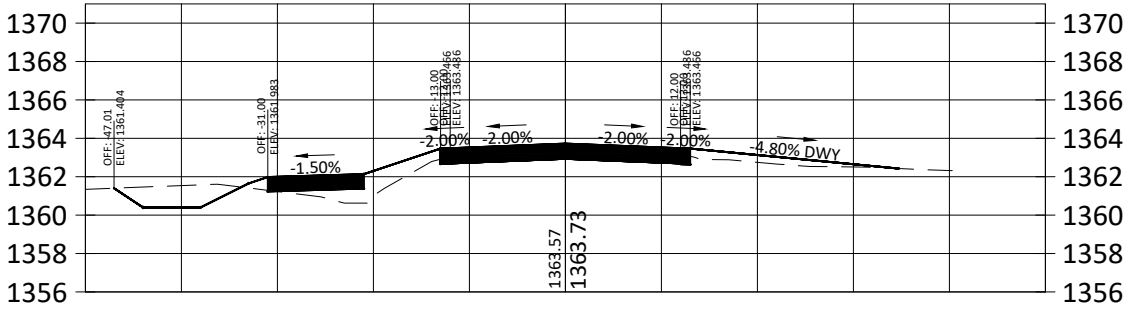
DATE: ####
LIC. NO. 59391

CROSS-SECTIONS - (PAVED TRAIL)	
COUNTY ROAD 101	
C.P. 080-101-015	SHEET NO. ---- OF #### SHEETS

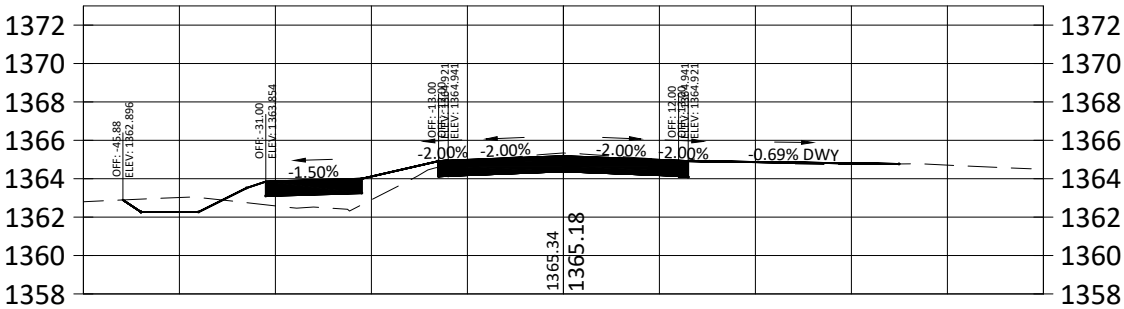
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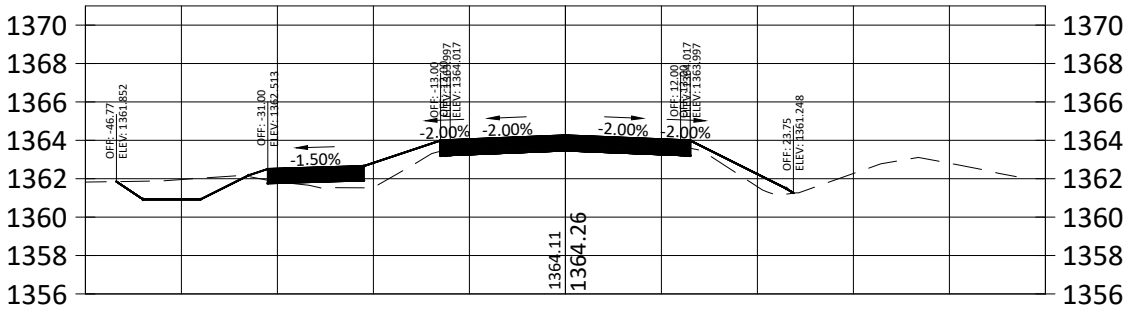
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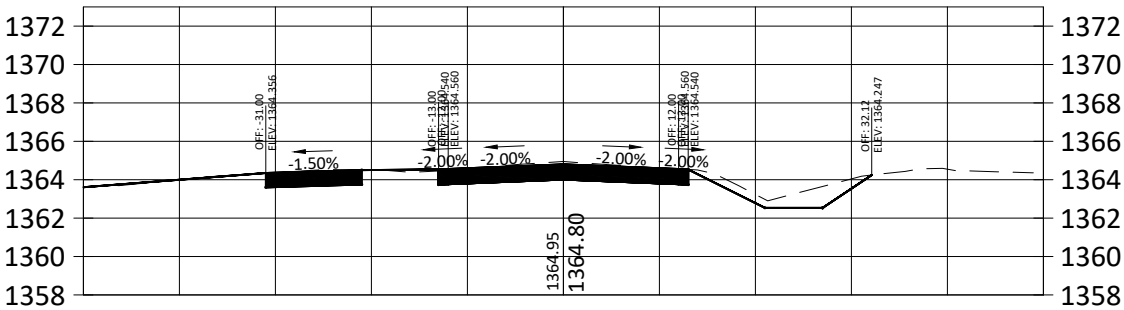
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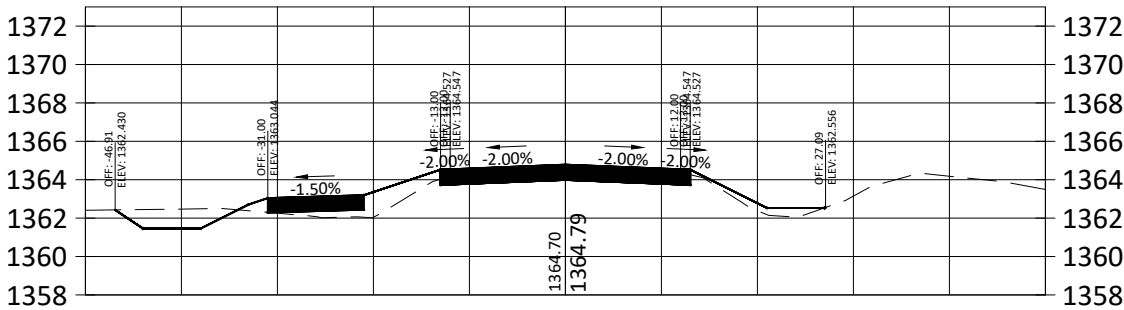
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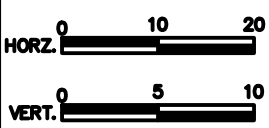
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159+50.00



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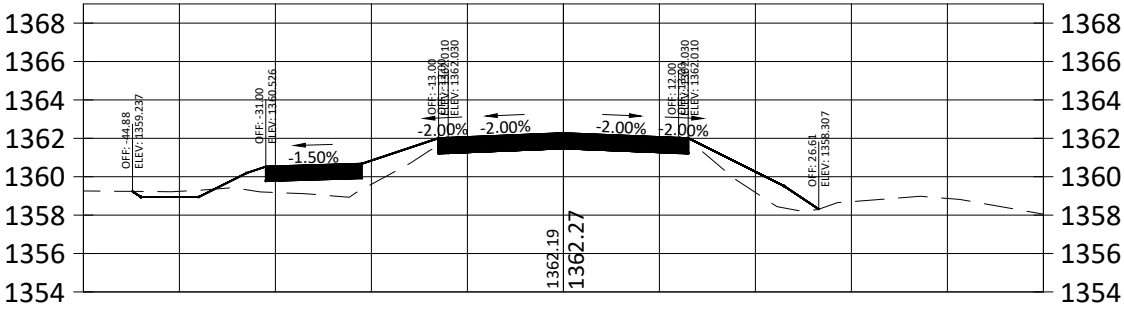
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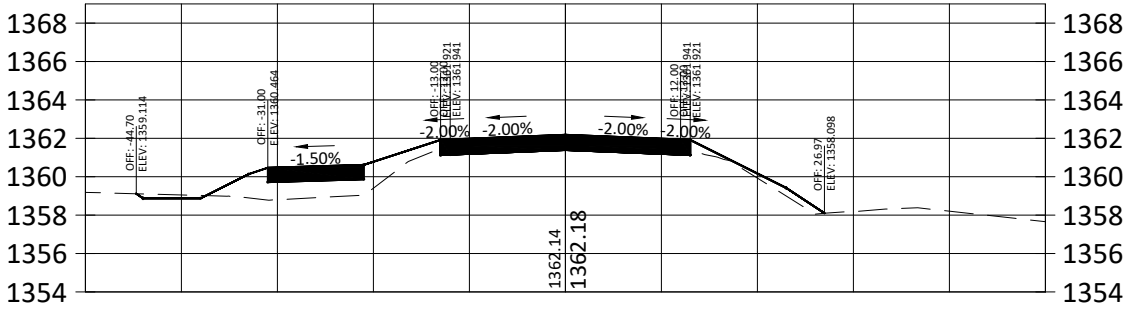
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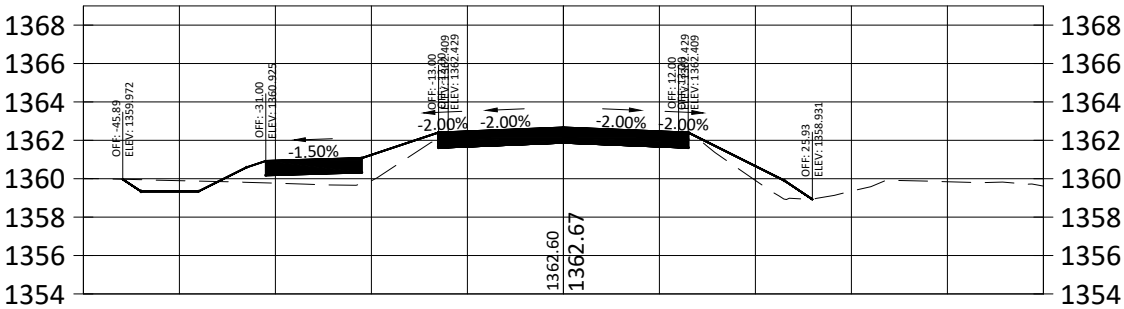
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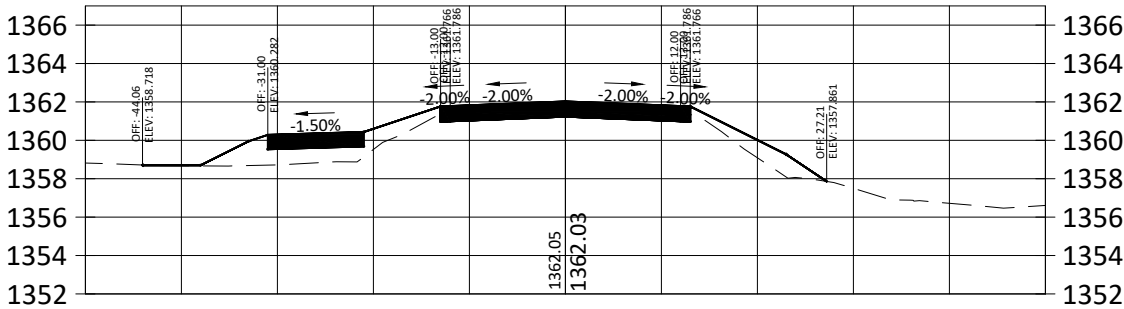
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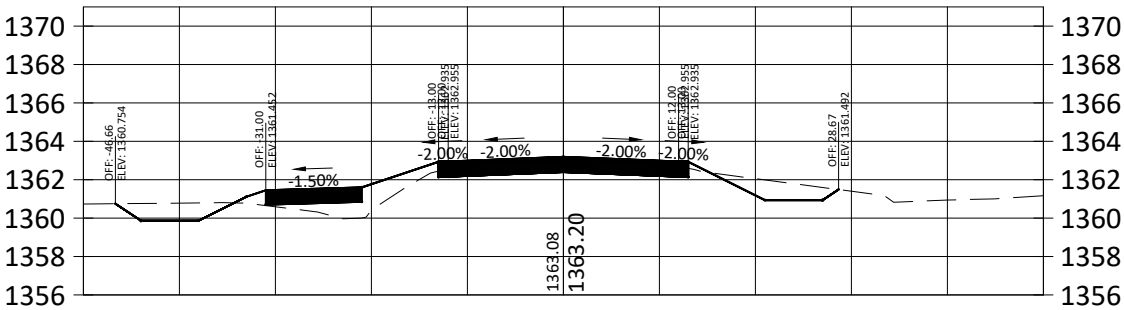
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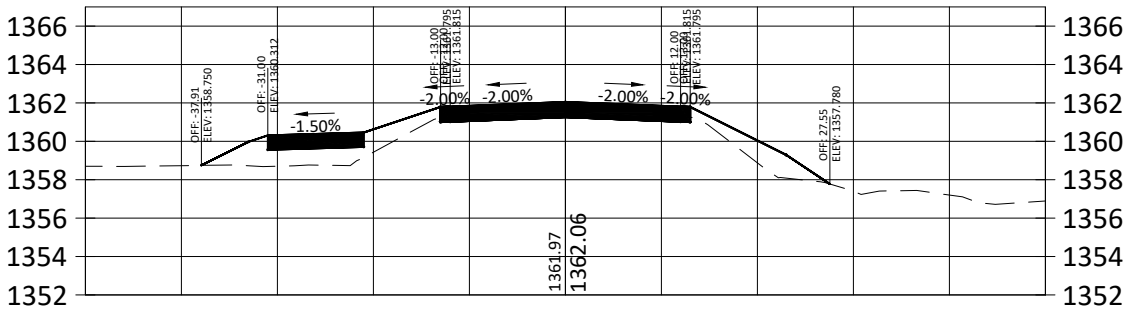
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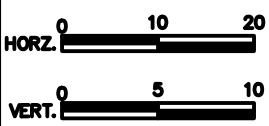
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162+50.00



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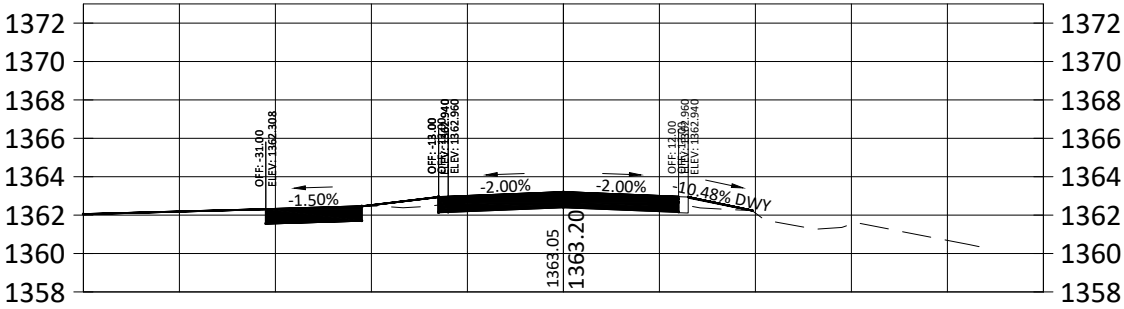
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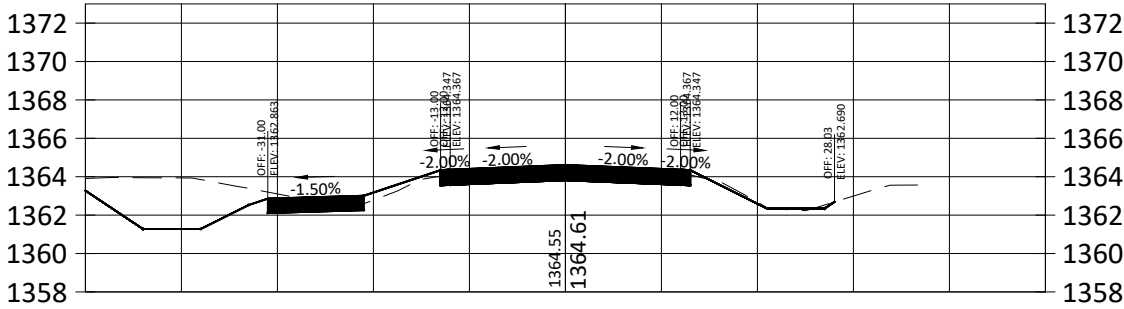
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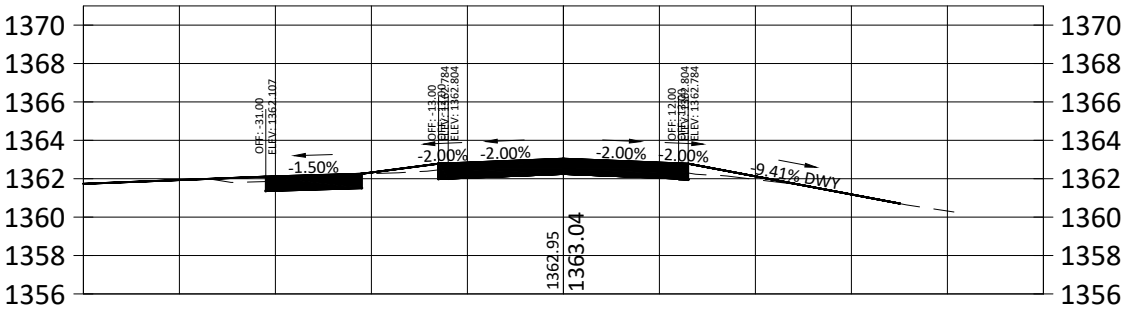
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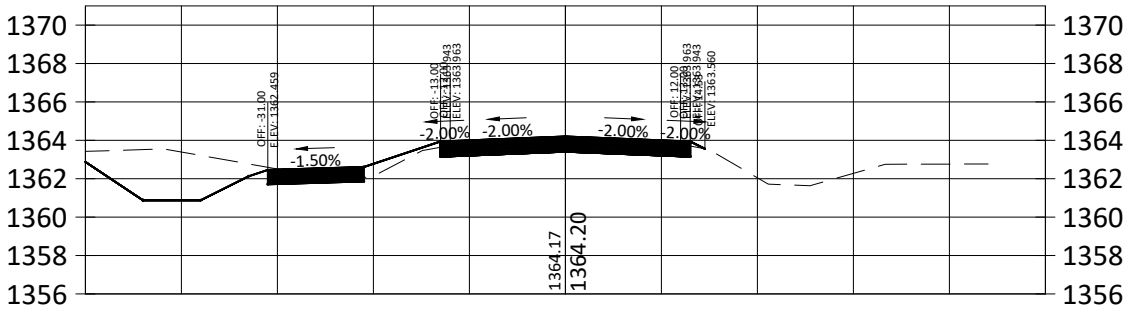
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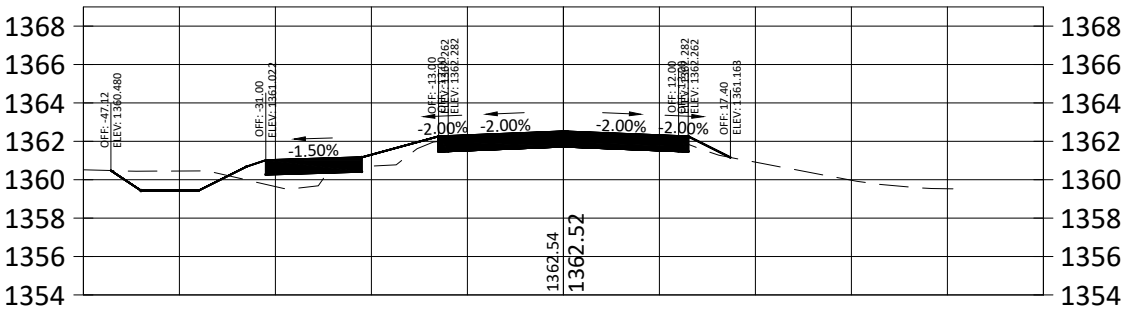
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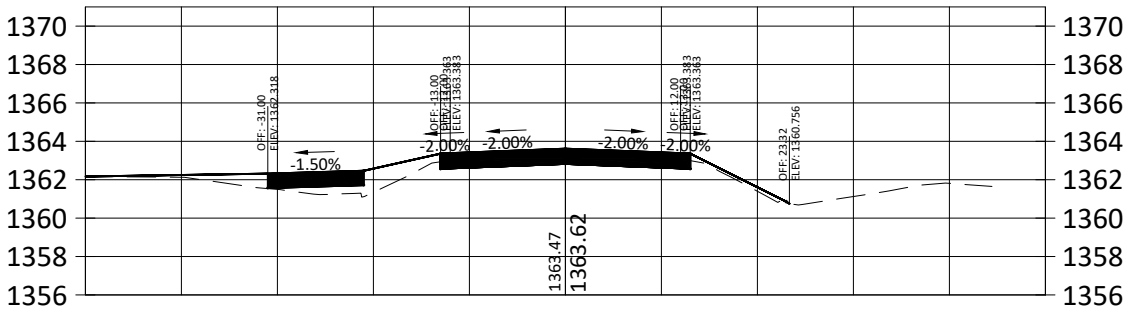
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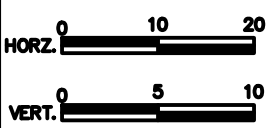
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165+00.00



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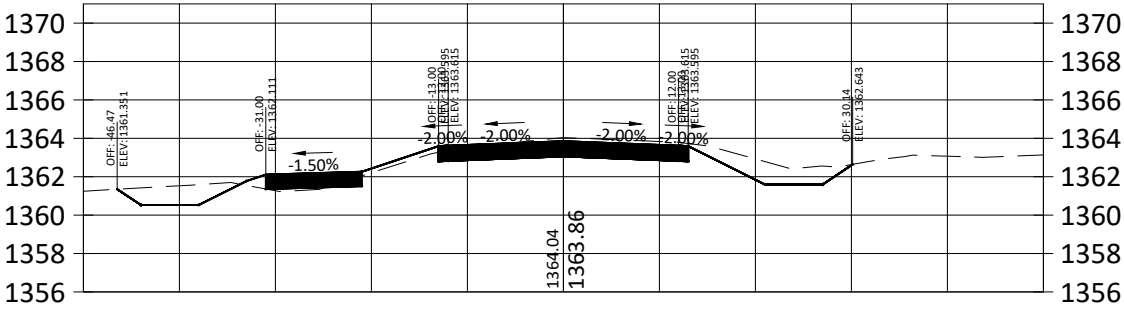
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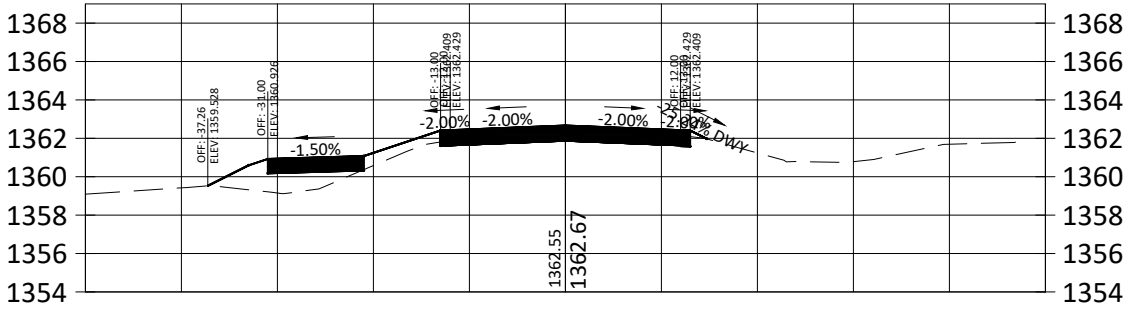
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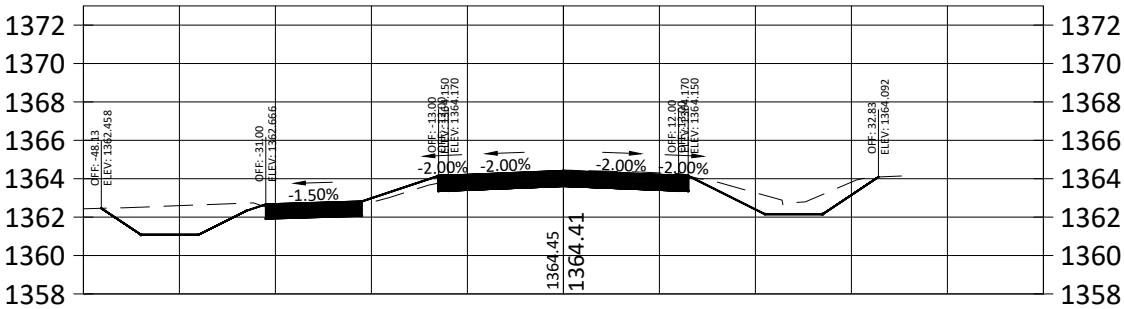
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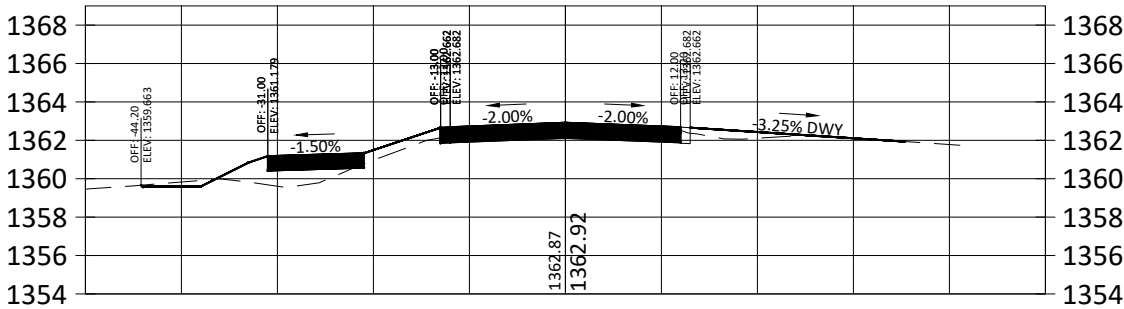
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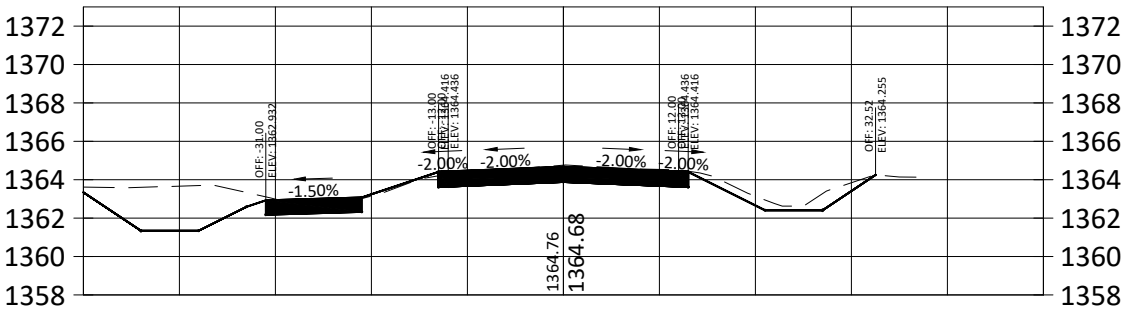
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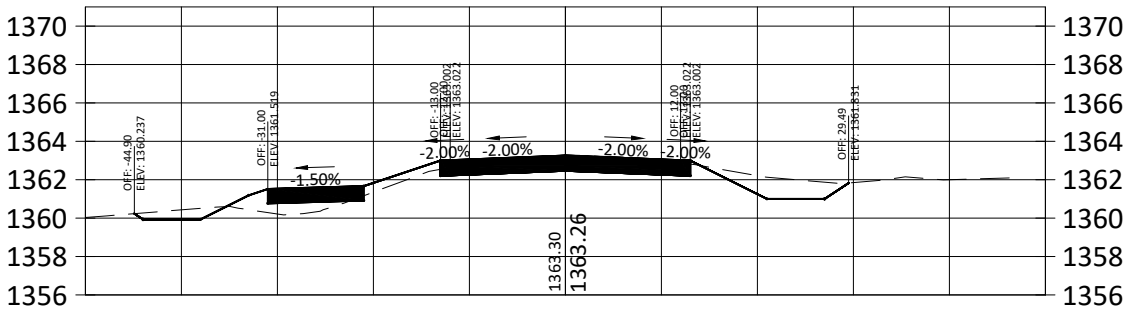
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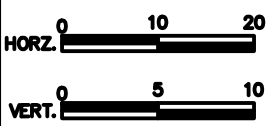
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168+00.00



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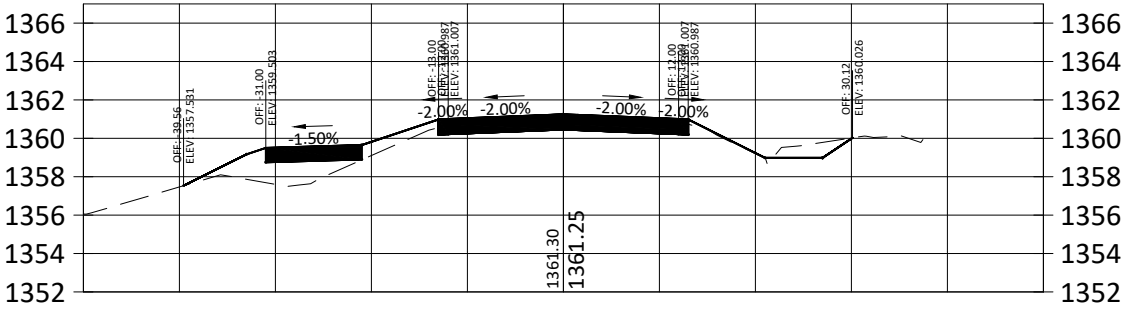
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COUNTY ROAD 101

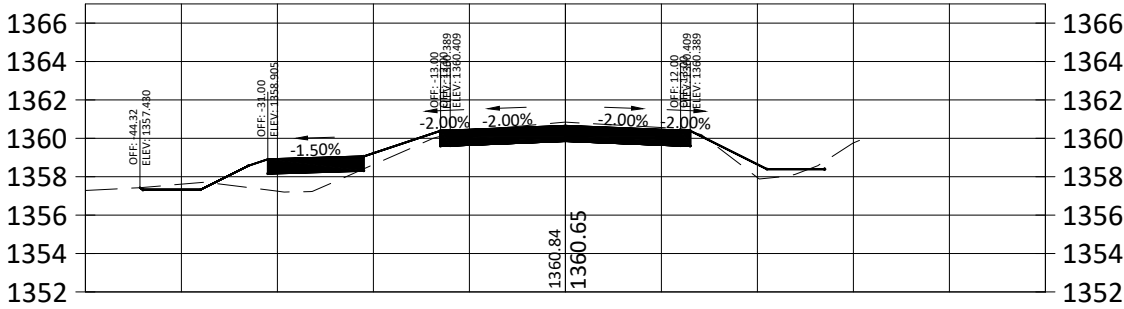
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SHEET NO. ---- OF #### SHEETS

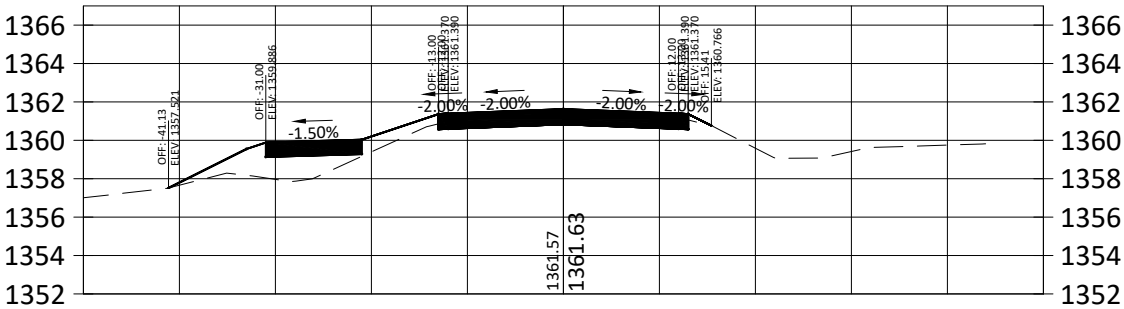
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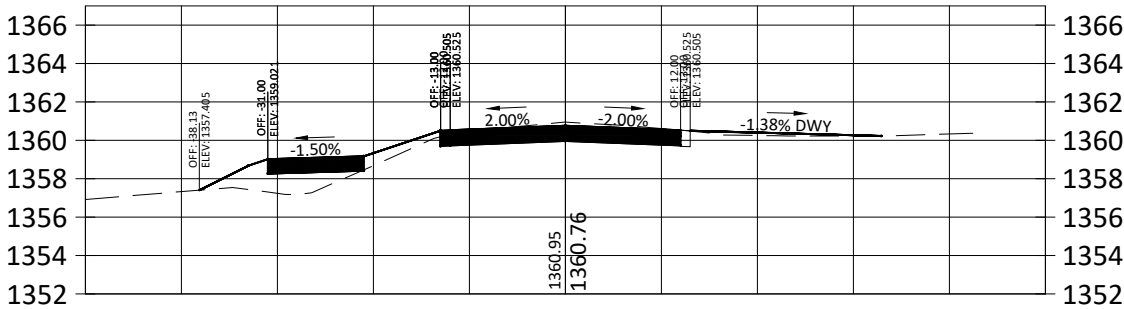
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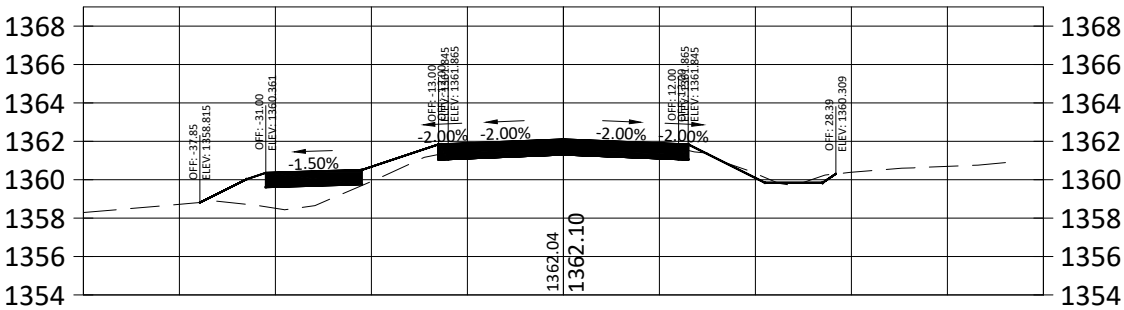
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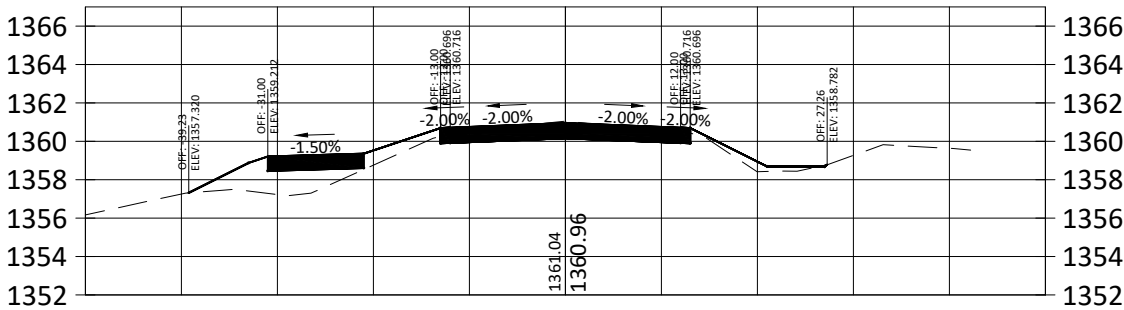
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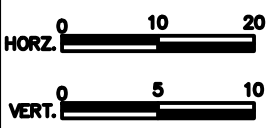
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170+50.00



WADENA COUNTY HIGHWAY DEPARTMENT
221 HARRY & RICH DRIVE, WADENA, MINNESOTA 56482
PHONE (218) 631-7636



DATE	REVISION

DESIGN BY:
ADM

CHECKED BY:
DEF

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AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE
OF MINNESOTA.

DRAFT

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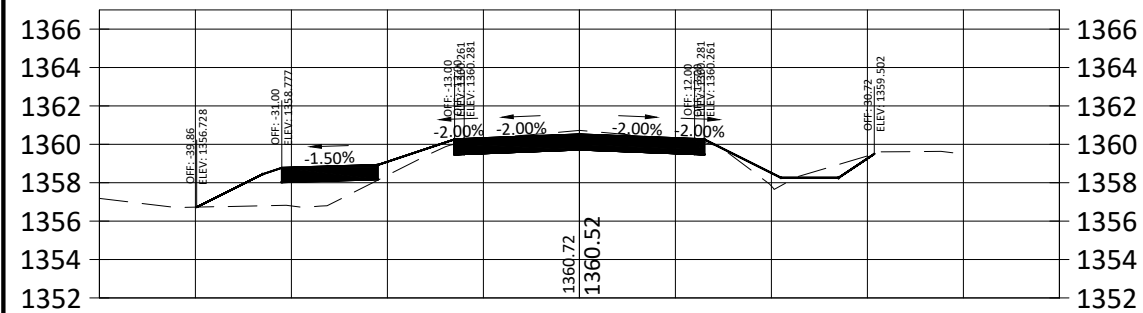
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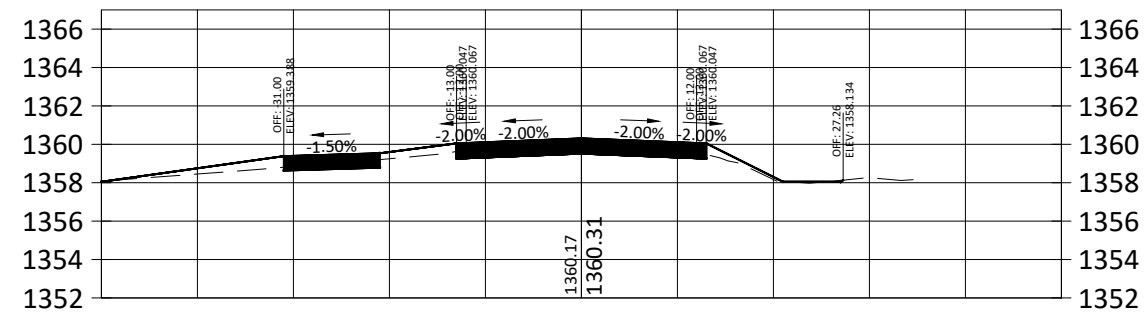
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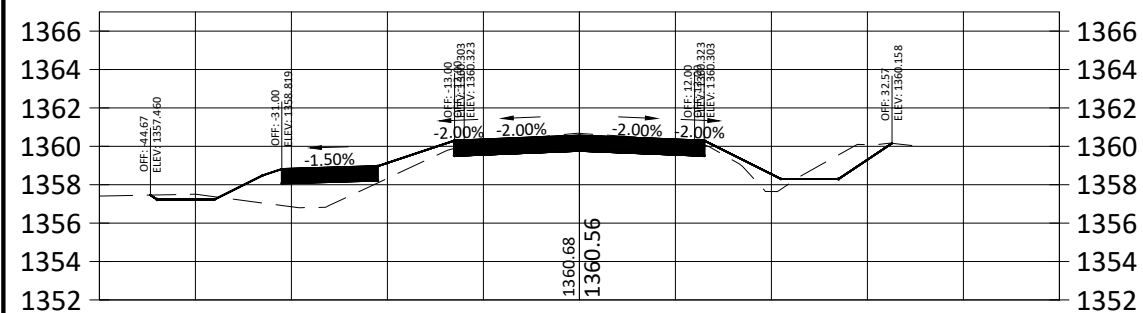
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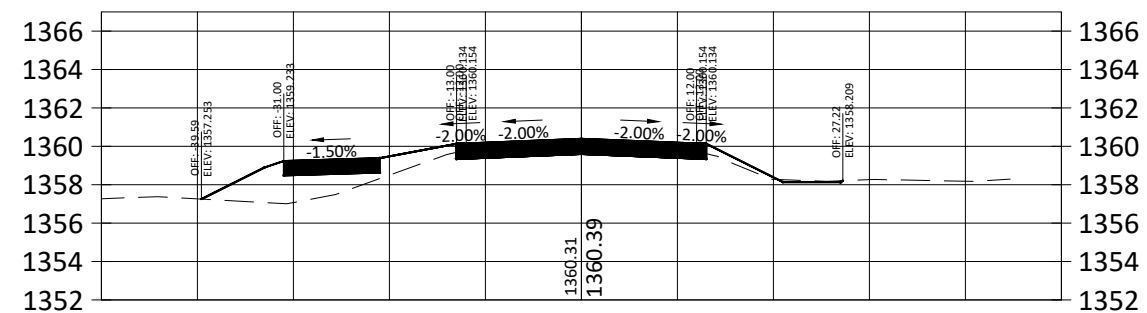
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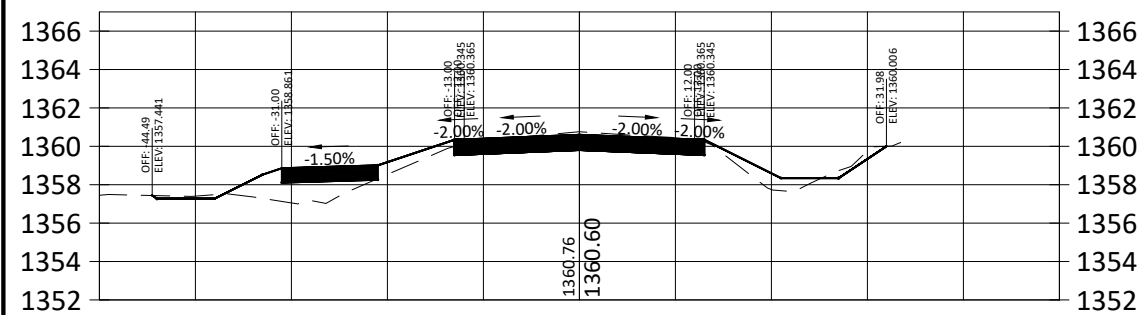
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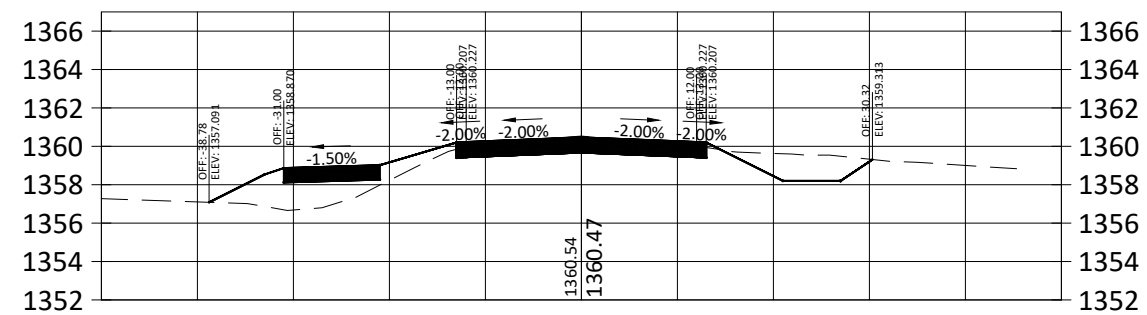
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173+50.00



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HORZ. 

VERT. 

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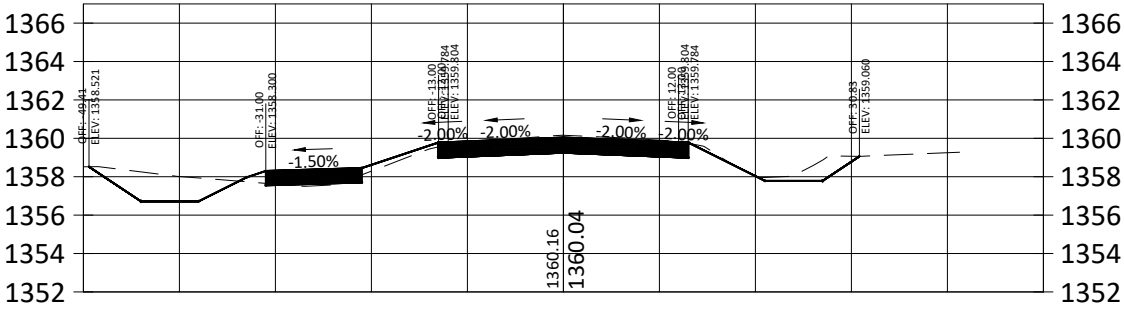
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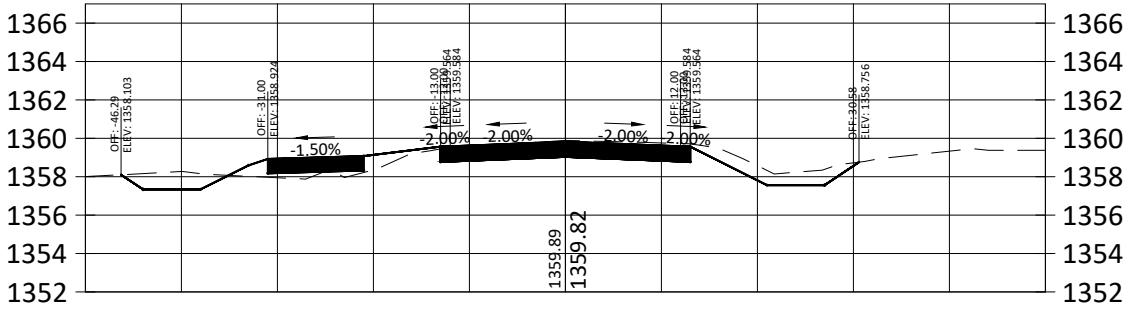
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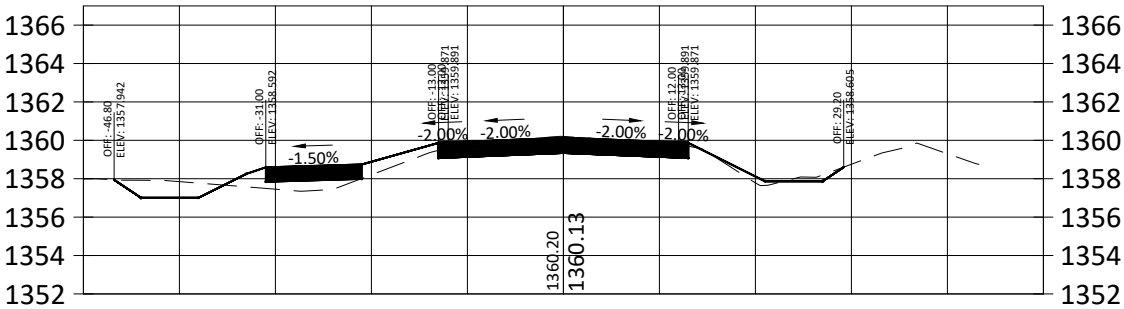
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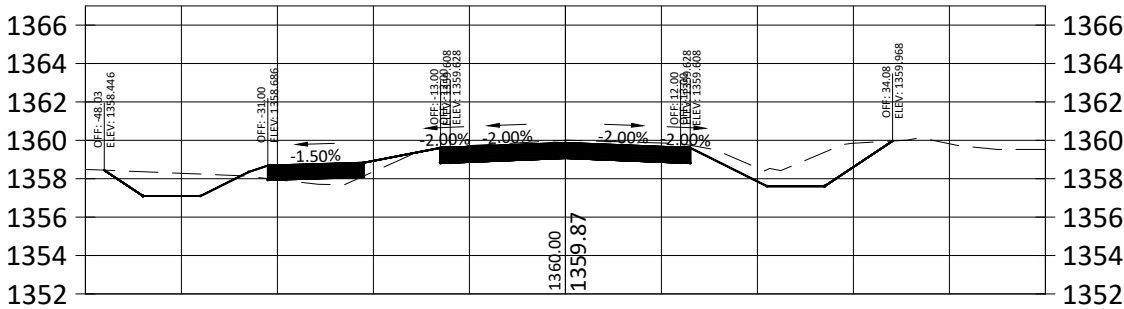
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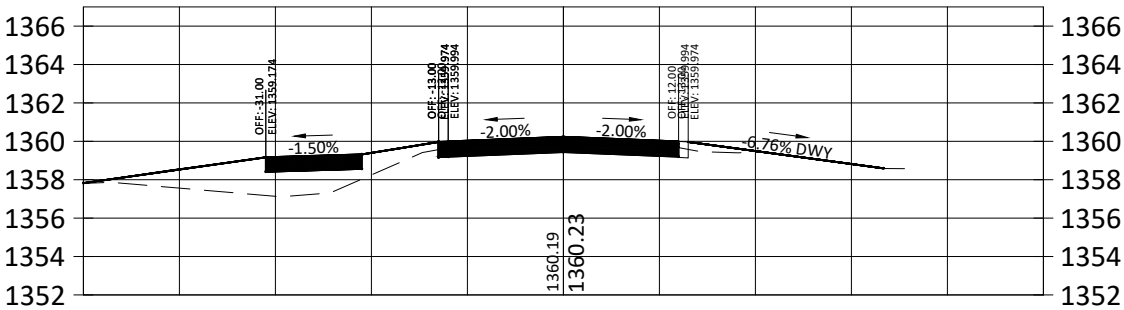
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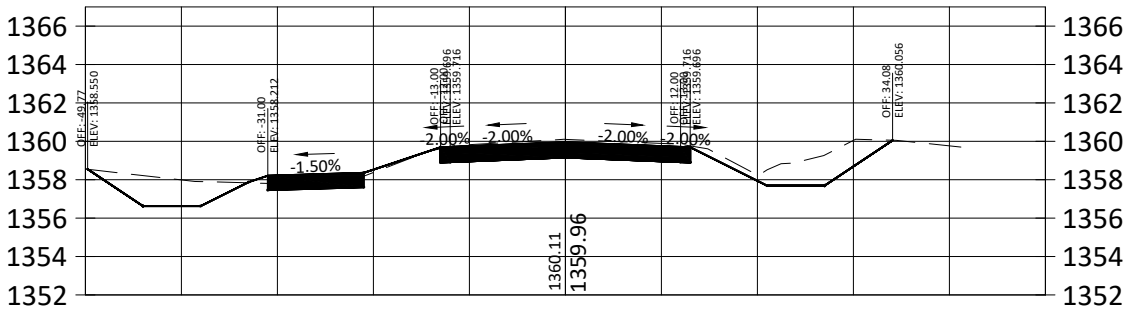
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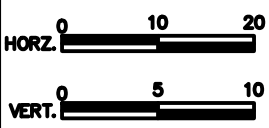
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176+50.00



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COUNTY ROAD 101	
C.P. 080-101-015	SHEET NO. ---- OF #### SHEETS

Department Head Meeting

Utilities Department

July 2nd, 2024

Electric Items:

1. TCHC utility easements should be complete. After the Cancer Center is done we will need to modify them some.
2. The generation feasibility at the SE Substation from DGR Engineering is complete. The preliminary cost estimates came in higher than expected (\$17.3m/8.4MW and \$21.1m/11.3MW). Still waiting on a couple of current project bids to see if alternate equipment will have shorter lead times and lower cost.
3. MRES is finishing up the electric rate study. We now have firm numbers on both MRES and WAPA rate increases for the next 3 to 4 years. Preliminary numbers are still showing increases for the next 4 years starting in 2025. I have changed the timing on some capital projects to keep rate increases to a minimum.
4. I am working on equipment that the City would require Roach Development to install in the Pinewood Addition so we can track water leaks and INI on sewer.
5. The GRIP grant thru MRES has been processed at the State level. MRES is moving forward with the joint purchasing of equipment.
6. Crews have moved the primary UG electric that was in the way of the Cancer Center addition and have installed the temporary service for the job shacks.
7. The replacement equipment that was damaged in the substation last month has been ordered, the bad news is it has a 3-month lead time. The equipment in the substation will be covered by insurance so that should save about \$35,000.
8. I have submitted the lighting permits to MnDot for ROW permits shortly for Hwy 71, Hwy 29 and Hwy 10. Haven't heard back yet if they were approved.
9. Should have Kals Kars easements done soon so we can convert OH line to UG that feed Timber Roots.
10. Crews are finished demoing out old 2400 volt equipment in the north substation and continue to fill in time on the south substation.
11. Crews will be moving the primary feed and transformers to Merickel's business offices on Hwy 10 to the rear property line when easements are complete.

Water Items:

1. The paperwork for the Hwy 10 west water and sewer easements from Culligan to Flanigan Trucking are in hand and Kim and I will be getting signatures and paying the property owners for them the week of July 8th.
2. Have contacted the property owners on Hwy 71 north who we need permission to enter their property so the MnDot contractor can connect the utilities.

3. Tthe Incode 10 Utility billing software upgrades are in place and the July bills will be printed with the new software. Next month the entire billing will be on the new system. Jayne has said the new system has some nice features to make billing faster. Incode 10 will give our customers a portal providing them more information on their accounts, not sure when this will be ready yet.

Wadena Development Authority

Department Head Meeting July 2, 2024

- Still not much interest in the partnership house between the School, WDA, and WHRA. It is listed with Hinkle Realty.
- I'm working on solutions to the child care shortage in Wadena, and finally making good progress on plans and design for a center for up to 48 children in the old hospital. We recently had a walk through with the architect and contractor to prepare budget estimates for the project. Follow-up meetings with the project partners will follow prior to securing grant funding and bidding.
- Folkstad's East Addition (Pinewood Estates) lots are drawing a lot of interest. We now have 9 lots sold and one twin home is currently under construction. I have 2 additional parties interested in purchasing lots for spring / summer construction, with another 3 parties that are interested in lot purchase for future construction. There will be some amendments to the covenants to allow accessory buildings of up to 28'x 28', with the requirement that the accessory building match the appearance of the home. We are also working on an incentive to promote more lot sales and construction in 2024. Roach will start moving dirt for sitework on their property this summer with home construction in late spring or early summer 2025.
- MMCDC is finishing construction on another home on their lots and may have a buyer, when this home is sold, they will begin construction on another home.
- Ongoing work on the SCDP Grant in all segments. A 1-year extension has been approved as grantees were having a hard time getting contractors to complete the work, however recently there has been substantial completion on some larger residential projects. And additional interest in commercial and owner occupied to use the remaining funds.
- Working on new industrial park location options.
- I'm still working with interested parties on the lease or sale of the former library building.
- I'm working on a new project in the business park that will require the sale of 3 more lots. The 25,000 SF, \$2 million + project will also require expansion of the stormwater pond. Electric, water, and sewer needs will be served by the city.
- Maraki Mexican Bakery is temporarily closed due to personal reasons

Planning & Zoning

- Permit applications and inquiries are picking up for the spring season.
- Finalizing plan reviews for the new Oreilly's
- We are still looking for members for the Planning Commission. It has been very difficult to obtain a quorum for meetings.

DEPARTMENT HEAD MEETING

June 2024 Report

PERMIT #	DATE	NAME	ADDRESS	VALUE	ZONED	FEE CHARGED	TYPE OF WORK DONE
BUILDING PERMITS							
24-3961	06/05/24	Evan Roggenkamp	305 8th St SW	\$ 3,000.00	R-1	\$ 100.00	To construct 140' of 6' high wood fence in rear yard.
24-3962	06/11/24	Brittany Umland	1025 7th St SW	\$ 2,000.00	R-1	\$ 60.00	To move in an 8' X 12' storage shed to rear yard.
24-3963	06/14/24	Bettin, Jenna	1039 8th St SW	\$ 2,500.00	R-1	\$ 75.00	To construct a 12' X 12' covered patio in rear yard.
24-3964	06/24/24	Holmes/Monique					To remove existing addition and replace with 8' X 11' addition to rear of dwelling.
		Semler, David & Stephanie	614 4th St NW	\$ 20,000.00	R-2	\$ 125.00	
24-3965	06/24/24	Emerson, Heather	805 7th St SW	\$ 6,000.00	R-2	\$ 150.00	To move in a 10' X 20' storage shed to rear yard.
24-3966	06/28/24	Jennie-O Turkey Store Inc.	1904 Industrial Dr	\$ 45,000.00	PID	\$ 250.00	To re-roof building and construct 6' X 4' awning over door on west end of building.
24-3967	06/27/24	Gravelle, John & Wendy	712 10th St SW	\$ 75,000.00	R-1	\$ 150.00	To construct a 36' X 50' garage.
7			TOTALS:	\$ 153,500.00		\$ 910.00	
VARIANCES							
0			TOTALS:	\$ -		\$ -	
CONDITIONAL USE							
0			TOTALS:	\$ -		\$ -	
SIGN PERMITS							
24-544	06/27/24	Lakes Area Pregnancy Support Center	15 Dayton Ave SE		R-1	\$ 75.00	To install directional signage facing Dayton Ave. and doorway and awning signage along alleyway.
1			TOTALS:	\$ -		\$ 75.00	
EXCAVATION PERMITS							
0			TOTALS:	\$ -		\$ -	
OTHER							
Have been working on easements and have received the application from O'Reilly Auto Parts for their new store.							

Wadena Police Department Head Meeting July 2024

- ✓ We have officers at several community events the last couple of weeks. Two nights at the fair, and one at wings & wheels at the airport, not to mention at June Jubilee events – dunk tank and hoot-n-toot.
 - ✓ We are still advertising to hire a licensed police officer or an individual with a college degree in another career field. Deadline for these applications are July 26th.
 - ✓ Now that the City was awarded the Community Impact Funding grant from SourceWell for our outdoor sirens, I have been working on that too. I will be requesting money from local civic organizations to cover the remainder of money needed to complete this project.
 - ✓ Working on the SourceWell grant specific for LE and the needs of our department.
 - ✓ We have been receiving some applications for fall archery hunting – deadline is July 11th.
 - ✓ Continuing to purge old police records/files little by little, in accordance with Minnesota's data retention schedule
-

In the month of June our department:

- Conducted **23** traffic stops
- Arrested **7** persons
- Signed **3** criminal complaints
- Issued **7** citations

A total of 354 calls were handled for June.

WADENA POLICE DEPARTMENT

Calls For Service Activity June, 2024

7/1/2024

Accident-Property Damage	5
Alarm	7
Ambulance Run (LE)	7
Assist Other Agency	28
Burglary	1
Call By Phone	23
Child Welfare	19
Damage To Property	2
Disturbance/Noise Comp	15
Dog/Animal Complaint	17
Domestic	12
Driving/Parking Complaint	17
Fight	1
Fire/1st Response	2
Found Property	1
Garbage Complaint	3
Harassment	4
Identity Theft	1
Information	7
Intoxicated Person	1
Juvenile Trouble	11
Lost Property/Animal	1
Motorist Assist	14
Other Calls	24
Permit Issued	3
POR Compliance Check	3
Prisoner Transport	1
Property Dispute	1
Property Watch	1
Protection Order Viol	2
Public Assist	4
SCAM	4
See Complainant	9
Sex Crime (Expose, Rape)	1
Special Service Detail	5
Suspicious Activity	30
Theft Complaint	7
Threat	3
Traffic Control	4
Traffic Stop	23
Trespassing	3
Vandalism	6
Vulnerable Adult Maltreat	10
Weather Incident	1
Welfare Check	10

Grand Total: 354

July 2024 Department Head
Maslowski Wellness & Research Center

- Growth is up 43 memberships this month for a total of 1574 memberships. I anticipated a slight drop coming into the summer months, but have not seen this happen yet.
 - Most of the increase is in single membership.
- Summer swim lessons have been going well. We are completed with two full sessions with two sessions to follow after the 4th.
 - A total of 287 kids have going through lessons so far this summer.
- We are having the locker room floors and party room floors redone the week of August 19.
- Thanks to the Elks for the donation for new flags for the facility.
- Starting to plan/think about how to celebrate The MAS being open 10 years!

