

CITY OF WINDOM

NEWS & NOTES

By: Steve Nasby, City Administrator



46th Edition

January 29, 2020

Department Head Meeting Highlights

On January 28th the topics discussed included the following:

- Annual Reviews – Reminder that Employee and Department Head reviews will need to be completed.
- Fee Schedule Update – Rate and fee changes need to be submitted by February 13th.
- Strategic Planning Discussion – The City Council is planning on starting a strategic planning process to form goals and objectives for the City. A kick-off meeting will be held with the City Council and input will be obtained for 1-3 year goals, 3-5 year goals and 5-10 year goals. The process will then continue with additional meetings and public input.

Activities & Project Updates

- Streets – Thanked the Electric Department for help with tree trimming. Crews working on potholes and equipment repairs\inspections. Street Committee meeting with Township officials on S. 6th Avenue.
- Police – ALICE training will be provided to Prime Pork. Large drug bust last week.
- Electric – The roof replacement at the Power House is started and will be done this week. Staff working on converting the lighting at the Arena to LED.
- Library – The construction crew is on-site working on the Children’s Library and the restroom remodel.
- Liquor – This is their slower season so staff is re-setting shelves and organizing inventory.
- Telecom – The telephone tandem re-homing project is complete. Some equipment issues arose and are being addressed. Still moving toward streaming video conversion in June.
- Water\Wastewater – Work on the WWTP continues and a new blower is going on-line. Training on some new testing equipment is being completed. Steve Willard is being recommended to be the Wastewater Foreman.
- Economic Development Authority – The City is hosting Business Bites with the Chamber on January 30th from 8-9 am. The County is looking at the EDA Spec Building as a possible County shop location. News this week that Kwik Trip is going to be building a new facility in Windom at the site of the current Cenex location on the South side of town.
- Building\Zoning – A few Zone 2 rental inspections yet to complete. Second floor is being framed at the Apartment project.

- Arena – Busy with hockey and they are working on unveiling their Donor wall. Racquetball area is being improved with a new furnace and other items.
- Community Center – The 2020 schedule is looking good with more events booked. The new computers were installed and the 3-D marketing effort is underway.
- City Office/Finance – Preliminary audit items have been submitted. The Wellness Incentive for 2020 will again be a \$500 contribution for meeting participation requirements.

CITY COUNCIL – February 4, 2020

The upcoming City Council meeting will include these highlights:

- 1. Promotion of Steve Willard to Wastewater Foreman**
- 2. Approval of an MOU Regarding the K9 Officer Compensation**
- 3. Mayor Appointments to Boards and Commissions**
- 4. WWTP Contractor Payment Request**

KUDOS

Last, but not least, I want to thank all of you for all your efforts on behalf of the City. To help recognize City staff that go above and beyond, I am asking that **if you have a co-worker you want to thank or recognize for their work please send me an email** and I will include their name in the News & Notes Kudos.

- Thank you to the **Jason Sykora and the Electric Department Staff** for assisting the Street Department with tree trimming and converting the Arena to LEDs. The teamwork between departments is awesome. Thank you.
- Congratulations and Thanks to **Chief Peterson and the Police Department** for all their work keeping our community safe. Last week the Windom PD made a large drug bust which was a successful team effort.
- A HUGE thank you to **Dawn Aamot and Friends of the Library** for leadership and financial assistance in the renovations of the Library and the current work in the Children's section.

Thank you to everyone for your hard work and dedication to the citizens of our community.