

CITY OF MADISON
AGENDA AND NOTICE OF MEETING

Regular Meeting of the City Council – **5:00 PM.**
Monday, January 23, 2017
Madison Municipal Building

- 1. CALL THE REGULAR MEETING TO ORDER**
Mayor Thole will call the meeting to order.

- 2. APPROVE AGENDA**
Approve the agenda as posted in accordance with the Open Meetings law, and herein place all agenda items on the table for discussion. A MOTION is in order. (Council)

- 3. APPROVE MINUTES** Page 1
A copy of the minutes of the January 9, 2017 regular meeting are enclosed. A MOTION is in order. (Council)

- 4. PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS** (public/mayor/council)
Members of the audience wishing to address the Council with regard to an agenda item, presentation of a petition, utility customer hearing, or a general communication should be recognized at this time. A MOTION may be in order (Public/Council)

- 5. CONSENT AGENDA**
 - A. My Health Matters brochure – December 2016 - receive Page 6
 - B. MRES Board Notice and Agenda – January 2017 - receive Page 8
 - C. MRES News Release – January 2017 – receive Page 11
 - D. Pioneerland Board Agenda – January 2017 - receive Page 13
 - E. Regular Drill Meeting – December 2016 – receive Page 14
 - F. Madison Fire Department Annual Meeting – December 2016 – receive Page 15
 - G. Skating Rink Attendance – receive Page 16
 - H. HRA Agenda – January 2017 – receive Page 17
 - I. Balance Sheet – December 2016 – receive Page 22A MOTION may be in order to accept the reports and/or authorize the actions requested. (Council)

- 6. UNFINISHED AND NEW BUSINESS** Page 23
 - A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)

 - B. City Engineer Update - A DISCUSSION and MOTION may be in order. (Manager, Council)

 - C. Madison Ambulance – Lucas Demonstration, Request to Prepare Bids. A DISCUSSION and MOTION may be in order. (Manager, Council)

 - D. City of Madison County Commissioner (John Maatz). A DISCUSSION may be in order. (Manager, Council)

- Page 24
- E. Ordinance No. 377 and Summary for Publication – Amending Certain Groundwater (Sump Pump) Connections. A DISCUSSION and MOTION may be in order. (Manager, Council, Attorney)
- Page 26
- F. Resolution 17-12 Establishing 2017 Fee Schedule, Updating Ambulance Services and Code Enforcement. A DISCUSSION and MOTION may be in order. (Manager, Council, Attorney)
- Page 31
- G. Resolution 17-13 – Fire Department Officers. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 32
- H. **Public Hearing – 6:00pm:** Resolution 17-14 Adopting a Policy and Criteria for the Granting of Business Subsidies. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 45
- I. Resolution 17-15 Authorizing an Inter-fund Loan for Advance of Certain Cost in Connection with Tax Incrementing Financing District No. 2. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Handout
- J. Block 48 - Approval of Purchase agreements, demolition and asbestos quotes. A DISCUSSION and MOTION may be in order. (Manager, Council, Attorney)
- Page 47
- K. Resolution 17-16 – Establishing Assignment of Salaries – Deputy City Clerk/Treasurer. A DISCUSSION and MOTION may be in order. (Manager, Council)
- L. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

- Ehlers MN Public Finance Seminar – February 2-3 2017

8. MAYOR/COUNCIL REPORTS (Mayor/Council)

9. AUDITING CLAIMS

Page 48

A copy of the Schedule Payment Report of bills submitted January 9, 2017 through January 23, 2017 is attached for approval for Check No. 53976 through Check No. 54031. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
JANUARY 9, 2017**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Acting Mayor Meyer on Monday, January 9, 2017, at 5:08 p.m. in Council Chambers at City Hall. Councilmembers present were: Tim Volk, Mayor Greg Thole (arrived at 5:18 p.m.), Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present were: City Manager Val Halvorson, City Attorney Rick Stulz, and City Clerk Kathleen Weber.

AGENDA

Upon motion by Volk, seconded by Zahrbock and carried, the Agenda was approved as presented. All agenda items are hereby placed on the table for discussion.

MINUTES

Upon motion by Conroy, seconded by Meyer and carried, the December 28, 2016, meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS

None.

ANNUAL MEETING

Upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 17-01** titled “Resolution establishing council meetings time, date, and place” was adopted. This resolution would provide for the City Council to meet on the second and fourth Monday of each month at 5:00 p.m. Special meetings can be scheduled as needed. A complete copy of Resolution 17-01 is contained in City Clerk’s Book #8.

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 17-02** titled “Designation of Newspaper” was adopted. This resolution would provide for the Western Guard of Madison, Minnesota, to be designated as the official newspaper with supplemental publications being used as needed. A complete copy of Resolution 17-02 is contained in City Clerk’s Book #8. Councilmember Conroy abstained.

Upon motion by Conroy, seconded by Meyer and carried, **RESOLUTION 17-03** titled “Designation of Depository” was adopted. This resolution would provide for the designation of KleinBank of Madison and United Prairie Bank of Madison as the City’s official depositories. A complete copy of Resolution 17-03 is contained in City Clerk’s Book #8.

Councilmember Zahrbock nominated Councilmember Meyer as Acting Mayor. There being no other nominations, upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 17-04** titled “Election of Acting Mayor” was adopted. This resolution would provide for the election of Maynard Meyer as Acting Mayor. A complete copy of Resolution 17-04 is contained in City Clerk’s Book #8.

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 17-05** titled “Resolution ratifying council boards & commissions appointments” was adopted. This resolution would provide for the appointment of council and citizen representatives to various boards and commissions. A complete copy of Resolution 17-05 is contained in City Clerk’s Book #8.

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 17-06** titled “Resolution ratifying council committee appointments” was adopted. This resolution would provide for the appointment of council representatives to various council committees. A complete copy of Resolution 17-06 is contained in City Clerk’s Book #8.

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 17-07** titled “Resolution designating an authorized representative to the Western MN Municipal Power Agency” was adopted. This resolution would provide for the appointment of City Manager Val Halvorson as the City’s representative, with Line Department Supervisor Don Fernholz being appointed as alternate. A complete copy of Resolution 17-07 is contained in City Clerk’s Book #8.

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 17-08** titled “Resolution designating an authorized representative to the Missouri River Energy Services” was adopted. This resolution would provide for the appointment of City Manager Val Halvorson as the City’s representative, with Line Department Supervisor Don Fernholz being appointed as alternate. A complete copy of Resolution 17-08 is contained in City Clerk’s Book #8.

CONSENT AGENDA

Upon motion by Volk, seconded by Meyer and carried, the Consent Agenda was approved as presented.

CITY COUNCIL CHECKLIST

Council reviewed the City Council Checklist. Councilmember Zahrbock discussed a concern from a resident that the City is not consistently enforcing its requirement that vehicles and campers be parked on a paved or gravel pad. City Attorney Stulz indicated that he and the City Manager drive the City in the spring of each year to identify ordinance violations and hazardous structures and follow-up on complaints received during the year.

(Mayor Thole arrived at 5:18 p.m.)

OATH OF OFFICE

City Attorney Stulz administered the Oath of Office to Mayor Thole and Councilmembers Meyer and Conroy.

LINE DEPARTMENT PICKUP

Upon motion by Zahrbock, seconded by Meyer and carried, Council approved the purchase of a 2017 Chevrolet Silverado truck from Erickson Chevrolet through the state contract in the amount of \$26,493 for the Madison Line Department.

AMBULANCE DEPARTMENT OFFICERS

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 17-09** titled “Appointment of Ambulance Service Officers for 2017” was adopted. This would provide for the following appointments for 2017:

Ambulance Chief:	Scott Schake
Asst. Ambulance Chief:	Heidi Kittelson
Maintenance Officer:	Dustin Seefeld
Secretary/Treasurer:	Heather Lillejord
Training Officer:	Brittany Engesmoe/Kelly Wittnebel

A complete copy of Resolution 17-09 is contained in City Clerk’s Book #8.

SUMP PUMP ORDINANCE

Council reviewed a draft ordinance to revise the existing sump pump ordinance. Council requested that the date range in the ordinance be adjusted and a statement be added regarding the establishment of permit fees and fines from time to time. City Attorney Stulz will revise the ordinance and present it at the next meeting for review and adoption.

PERA PHASED RETIREMENT – DALE HIEPLER

Upon motion by Volk, seconded by Zahrbock and carried, Council approved execution of a Phased Retirement Agreement for the 4th renewal of PERA Phased Retirement for Madison Liquor Store Manager Dale Hiepler.

FAIRWAY VIEW FACILITATOR SERVICES AGREEMENT

Upon motion by Meyer, seconded by Conroy and carried, Council authorized execution of Facilitator Services Agreements between the City of Madison and United Prairie Realty and Dahle and Olson Realty for the sale of Fairway View lots for a compensation of \$800 per lot sold.

FIRE ALARM CHECKOUT PROPOSAL

Upon motion by Zahrbock, seconded by Volk and carried, Council approved execution of a Fire Alarm Checkout Proposal from Automatic Building Controls, Inc. for the Madison Public Library Building in the amount of \$484.

LAW ENFORCEMENT SERVICES AGREEMENT

Upon motion by Meyer, seconded by Thole and carried, Council approved the Law Enforcement Services Agreement updates and authorized its execution. This agreement will be in effect for 2017 at a cost of \$212,894.31 and will automatically renew for one year periods unless either party requests termination. The cost will be evaluated each year of the agreement.

PRAIRIE CORRECTIONAL FACILITY – APPLETON

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 17-10** titled “Resolution supporting the Department of Corrections Lease and Operation of the Prairie Correctional Facility in Appleton” was adopted. This resolution would document the City of Madison’s support of the State of

Minnesota leasing and operating the existing prison in Appleton. A complete copy of Resolution 17-10 is contained in City Clerk's Book #8.

CLOSING SWIMMING POOL PROJECT FUND

Upon motion by Thole, seconded by Meyer and carried, **RESOLUTION 17-11** titled "Resolution for Permanent Transfer and Closing Fund #405 – Swimming Pool Project Fund Effective December 31, 2016" was adopted. This resolution would provide for the permanent transfer of \$60,462 from the General Fund to the Swimming Pool Project Fund. All committed funds for the swimming pool project have been received and the fund should be closed effective December 31, 2016. A complete copy of Resolution 17-11 is contained in City Clerk's Book #8.

CITY MANAGER REPORT

Deputy City Clerk/Treasurer: City Manager Halvorson informed Council that 12 of the 29 applicants for the Deputy Clerk/Treasurer position have been selected for a phone interview to be conducted by the Human Services department of Bolton & Menk. Individual interviews will be conducted based on the phone screening outcome.

Community Collaboration: City Manager Halvorson informed Council that the Madison Business Development Corporation is sponsoring a Community Collaboration meeting to be held at the Madison VFW on January 31st at 5:30 p.m. The Mayor and City Council are encouraged to attend.

MAYOR/COUNCIL REPORTS

None.

DISBURSEMENTS

Upon motion by Zahrbock, seconded by Conroy and carried, Council approved disbursements for bills submitted between December 29th, 2016, and January 9, 2017. These disbursements include KleinBank Check Nos. 25339-25365 and United Prairie Check Nos. 53966-53975.

SMALL CITIES DEVELOPMENT GRANT APPLICATION

Mayor Thole opened the Public Hearing at 6:00 p.m. One individual was present during the hearing who was interested in getting information from the Development Services Inc. ("DSI") representative about funds available to establish a commercial community kitchen in Bellingham. As this matter is not related to the City's Small Cities Grant Application, DSI representative Dan Popowski noted that he would discuss this with her following the public hearing. Mr. Popowski reviewed with Council the grant application timeline and noted that the City had received a favorable response on its preliminary application. Upon motion by Zahrbock, seconded by Meyer and carried, the public hearing was closed at 6:05 p.m.

Upon motion by Volk, seconded by Conroy and carried, Council approved moving ahead with the full grant application to be prepared and submitted by DSI at a cost of \$3,500.

Upon motion by Zahrbock, seconded by Meyer and carried, Council approved the Request for Proposals as presented and authorized DSI to publish in accordance with grant program regulations.

Mr. Popowski informed Council that Theresa Schreurs from DSI will be at the next meeting to discuss the final grant application.

Upon motion by Volk, seconded by Conroy and carried, meeting adjourned at 6:10 p.m.

Greg Thole – Mayor

ATTEST:

Kathleen Weber – City Clerk

Focus on YOU and what
you can do to improve
your health and wellness.
Make it a Lifestyle!

Participation in this
program is
completely
voluntary and is
available to all
employees on the
City's Group
Health Insurance

My Health Matters

City of Madison Workplace Wellness



“Numbers Count”

All employees on the City’s group health insurance plan will be able to have a biometrics screening; to include blood pressure, cholesterol, glucose, height, weight, and BMI; at no cost to them in January and again in July. Results are private and sent only to the employee. An employee who is not on the City’s plan can participate at a cost of \$50. Our goal will be to educate ourselves on the importance of knowing your numbers and make lifestyle changes that improve any areas, if needed.



“Learn over Lunch”

All employees will be able to participate in an educational session over lunch to be scheduled three times throughout 2017; January, May, and September. Employees will be encouraged to pack a healthy lunch and “Learn over Lunch”. The topic for the January get-together will address biometrics and ways to improve on your numbers, if needed. Topics for May and September are yet to be determined, so if you have something in mind that would be of interest to you and our group, let the committee know and we can get working on it!

Wellness definition: The quality or state of being healthy in body and mind, especially as the result of deliberate effort.

Contact Us -
Wellness Committee:

Dean Broin
Boomer Fernholz
Kathy Weber

“Walk -N- Water”

Our goal with this program is to make drinking water a regular routine in your day! The benefits to drinking water are many and most people don’t drink even close to the recommended amount each day! Participating employees will receive a water bottle and will be asked to drink three bottles every day. You will receive a tracking calendar to mark your progress for three months; February through April.

Our second goal with this program is to increase awareness of the importance of moving throughout your day! All participating employees on the City’s plan will receive a free pedometer and will be asked to record your daily steps on a tracking calendar for three months, May through July. Employees will be encouraged to take (2) 10-minute “walk breaks” during the work day to promote moving! (Non-group cost \$15)

On Google:

It takes an average of 66 days to make a new habit! You can do it!

January 12, 2017

**NOTICE OF
Board Meeting
Missouri River Energy Services**

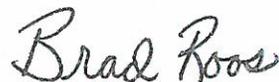
You are hereby notified that the Board meeting of Missouri River Energy Services (MRES) will be held at 7:30 a.m., Thursday, January 26, 2017. The meeting will be held at the Hilton Garden Inn Downtown, 201 East 8th Street, Sioux Falls, South Dakota.

You are further notified of the following meeting to be held at the Hilton Garden Inn Downtown:

- MRES Personnel Committee Meeting – 7:00 a.m., Thursday, January 26, 2017

These meetings are being held in a physically accessible place. If you have special needs, please contact Missouri River Energy Services at 605-338-4042 or mailman@mrenergy.com at least 48 hours prior to the start of the meetings, and necessary accommodations will be made.

The matters proposed to be discussed at the meetings are identified in the draft Agendas, which follows this Notice. All items on the draft Agendas are subject to change.



Brad Roos
Secretary/Treasurer

**PLEASE OBSERVE PROPER POSTING PROCEDURES
FOR NOTICE AND DRAFT AGENDA**

Draft Agenda
Missouri River Energy Services (MRES)
Board of Directors Meeting
Hilton Garden Inn Downtown
201 E 8th Street
Sioux Falls, South Dakota
7:30 a.m., January 26, 2017

Call to Order

1. **Consideration of the Agenda** **
2. **Consent Agenda** **
 - ⇔ a. **Consideration of the December 15, 2016, Board Minutes**
 - ⇔ b. **Acceptance of the October 2016 Financial Statements**
 - ⇔ c. **Approval ROC Minutes**
 - ⇔ d. **Approval of 01-17 Warrants and Requisitions**
 - ⇔ e. **Holiday Gifts**
3. **Unfinished Business**
None
4. **New Business**
 - a. MRES Board Committees
 - b. S-1 Rate Recommendation
 - c. **Federal Legislative Position Papers** **
 - d. **Atlantic Power Supply Agreement**..... **
 - e. Environmental Protection Agency Settlement
 - f. Pella Letter
 - g. Strategic Plan
5. **Reports**
 - a. Board
 - i. Personnel Committee Report
 - b. Chief Executive Officer
 - c. Legislative & Governmental Relations
 - d. Federal Legislative (Kanner)
 - e. Legal
 - f. General Counsel (Woods Fuller)
 - g. Special Counsel (Van Ness Feldman)
 - h. Administration & Finance
 - i. Federal & Distributed Power Programs
 - j. Member Services & Communications
 - k. Power Supply & Operations
6. **Other Business**
None
7. **Future Meetings**
 - March 82:00 p.m.MRES Smart Grid Committee Mtg..... MRES Office, Sioux Falls, SD
 - March 97:30 a.m.....MRES Board Mtg. MRES Office, Sioux Falls, SD
8. **Adjourn** **

****Action Anticipated**

Draft Agenda
Missouri River Energy Services (MRES)
Personnel Committee
Hilton Garden Inn Downtown
201 East 8th Street
Sioux Falls, South Dakota
7 a.m., Thursday, January 26, 2017

- I. **Consideration of Agenda ****
- II. **Consideration of Minutes- September 14, 2016 ****
- III. Discuss Personnel Matters
- IV. Other Business
 - A. Next Meeting – September 13, 2017
 - B. Other
- VII. Adjourn

**** = Committee Action Anticipated.**

NEWS RELEASE

FOR IMMEDIATE RELEASE

January 10, 2017

MBPP and Wyoming reach tentative settlement with EPA on regional haze

SIoux FALLS, S.D. – A tentative settlement has been reached in a lawsuit brought by the Missouri Basin Power Project (MBPP) and the State of Wyoming against the U.S. Environmental Protection Agency (EPA) concerning emissions of nitrogen oxides (NO_x) from MBPP's Laramie River Station in Wheatland, Wyo.

MBPP is owned by six regional consumer-owned electric utilities including the Western Minnesota Municipal Power Agency (WMMPA), which is represented in the project by Missouri River Energy Services (MRES), headquartered in Sioux Falls, S.D.

The lawsuit was initiated after the EPA approved the majority of Wyoming's Regional Haze Plan, but rejected the portion related to limiting NO_x, which contributes to regional haze. The state had approved the NO_x emissions limits achieved by the use of over-fire air and low-NO_x burners, which had been installed at the Laramie River Station, and the addition of Selective Non-Catalytic Reduction (SNCR) on all three units. EPA said SNCRs were not sufficient and that Selective Catalytic Reduction (SCR) would be required on all three of the plant's units.

Both SCR and SNCR technologies are used to capture NO_x emissions which, in turn, reduces regional haze. SCR differs from SNCR in that it incorporates a catalyst to increase the reaction between NO_x emissions and the liquid reductant, typically urea or ammonia, and it significantly increases capital and operating costs. According to EPA modeling, the increased reduction in regional haze gained by using SCR, rather than SNCR, technology is only a fraction of one deciview – indistinguishable to the human eye.

Wyoming Gov. Matt Mead joined MBPP in challenging that decision and fought to keep the Laramie River Station fully operational. Gov. Mead signed the proposed settlement Dec. 22 and it was sent to the EPA, which forwarded it to the office of the Federal Register. If the EPA confirms the proposal after a 30-day public notice and comment period, Wyoming must revise its State Implementation Plan and the EPA must revise its Federal Implementation Plan before the settlement becomes final.

Among its provisions, the settlement agreement calls for the installation of SCR equipment on Unit 1 of the plant by May 2019 and SNCR equipment on Units 2 and 3 by December 2018. The WMMPA/MRES share of the cost of the installed equipment will be approximately \$65 million, instead of nearly \$125 million in the original EPA order.

(MORE)

*MBPP AND WYOMING REACH TENTATIVE SETTLEMENT WITH EPA ON REGIONAL HAZE
(CONTINUED)*

Basin Electric Power Cooperative, Bismarck, N.D., the project manager for MBPP and the operator of the coal-fired Laramie River Station, negotiated the proposed settlement on behalf of MBPP. In addition to WMMPA/MRES, other MBPP participants are Tri-State Generation & Transmission Association, Denver; Lincoln Electric System, Lincoln, Neb.; Heartland Consumers Power District, Madison, S.D.; and Wyoming Municipal Power Agency, Lusk, Wyo.

“This settlement will have the dual outcome of improving the environment and of making sure that our principal power generating resource, the Laramie River Station, can continue to operate at full strength for many years to come,” said MRES CEO Tom Heller. It also means that the 330 Laramie River Station employees will be able to continue their work. In addition, more than 200 jobs will be created during the plant upgrade.

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For more information, contact Member Services and Communications Director Joni Livingston at Missouri River Energy Services, phone: 605-261-3637 or email: joni.livingston@mrenergy.com.

PIONEERLAND LIBRARY SYSTEM BOARD MEETING
THURSDAY, JANUARY 19, 2017

Second Floor Multipurpose Room, Willmar Public Library

RSVP by calling 320-235-6106 Ext. 28 (Laurie) or laurie.ortega@pioneerland.lib.mn.us

6:30 p.m. Finance (PLS Headquarters, Room 216, Willmar Library)

7:00 p.m. Board

Agenda

- I. Call to order
- II. Roll Call & Introductions
- III. Approval of Agenda
- IV. SAMMIE Update, Shelly Grace, SAMMIE Director Info
- V. Approval of October 20, 2016 Board Minutes Action
Approval of December 15, 2016 Exec/Finance Minutes
- VI. Committee Reports
 - A) Nominating Committee
 - 1) Election of 2017 Officers and Oath of Office Action
 - B) Finance Committee
 - 1) December 2016 financial report (preliminary) Action
 - 2) Approval of bills and check registers Action
 - 3) Final 2017 budget Action
 - 4) Admin/Central Services staff salaries Action
 - 5) Clarkfield Contract Action
 - C) Personnel Committee
 - 1) New Hires: Action
- VII. Old Business
- VIII. New Business
 - A) September Exec/Finance Meeting date Action
 - B) PLS Strategic Plan review Info
 - C) 2017 Committee Preference forms Info
- IX. Director's Report
 - A) e-rate funds update
 - B) Telecom RFP
- X. Other:
 - A) Future Board and Executive Meetings:
 - 1) Next PLS board meeting scheduled April 20, 2017, 7:00 p.m. (Finance at 6:30)
 - 2) Executive/Finance meetings: February 16, March 16 at 6:00 p.m.
- XI. Adjournment

Regular Drill Meeting
12/19/2016

The Madison Volunteer Fire Department met in regular session with Chief Mitch Wellnitz presiding.

Roll call was made and minutes of the last meeting were read and approved.

Brian Tebben gave the treasurers report and it was approved as read.

Emergency calls for the past month:

1. December 8 – false alarm, house (former church) fire
2. December 15 – ambulance lift assistance, Peterson residence

Training report – Most of the high-level rescue equipment has come in that Cargill has helped purchase. At this point a firm commitment is needed from individuals who are interested in taking this training. Of those present at the meeting the following indicated that they were interested in the training: Steve Olson, Chris Hansen, Chris Nelson, Zack Flickinger, Jon Pearson and Mark Olson.

Phone paging – will likely be discontinued in the near future as cell phone companies interpret the page as spam, so moving forward we will need to rely solely on our pagers. We will need to order a few new pagers to insure everyone has one that works properly and perhaps a couple of spare ones on hand in case other ones go down.

Reminder – when driving to emergency calls everyone needs to follow the laws and be careful. Chief Mitch Wellnitz has received a complaint about individuals not obeying the traffic laws in their personal vehicle when responding to an emergency call.

Hall duty for January: Brian Tebben and Gary Hansen.

The Retirement/Wives Party is tentatively set for Saturday, January 28th.

Motion was made by Brian Tebben to adjourn meeting seconded by Mark Olson, carried.

Don Tweet
Secretary

Annual Meeting 12/19/16

The Madison Volunteer Fire Department met for its annual meeting with Chief Mitch Wellnitz presiding. Roll call was made from the regular session roll call. Minutes from last year's meeting were read and approved as read. There were 19 emergency calls for the department in 2016; 13 fire related calls of which 3 were house related, 4 were vehicle/equipment related and 6 grass fires; 2 missing person searches, 2 vehicle accidents, 1 ambulance assistance and 1 false alarm. Of these 19 runs 1 was a mutual aid given situation.

Chief Wellnitz gave a special thank you to retiring fireman Dave Bormann for his 25 years of service to the Madison Fire Department. Tonight is Dave's last official meeting.

Chief Wellnitz thanked everyone for their involvement with the fire department and for making as many calls this year as possible. With everyone contributing to the team it makes everything go much smoother.

Being that no persons put their name on the board to show their interest in any of the officer positions; a motion was made by Jerod Zimbelman, seconded by Dan Nelson, to keep the officers the same from 2016 to 2017. Motion passed by voice vote.

Election of Officers for 2017:

Chief: Mitch Wellnitz
Assistant Chief: Brian Tebben
Training Officer: Mark Olson
Safety Officer: Jim Strand
Secretary: Don Tweet
Treasurer: Gary Hansen

Foremen for 2017:

4X4: Maurice Wollschlager
Rescue Truck: Jamie Jahn & Chris Nelson
Pumper #1: Steve Olson
Pumper #2: Casey Chester
Tender: Brady Thomson
Gator: Jerod Zimbelman

Motion was made by Dave Bormann to adjourn meeting seconded by Jerod Zimbelman - carried.

Don Tweet
Secretary

Skating Rink Attendance	Day	Night
12/19/2016	13	14
12/20/2016	25	24
12/21/2016	5	5
12/22/2016	10	15
12/23/2016	25	15
12/24/2016	0	0
12/25/2016	0	0
12/26/2016	10	5
12/27/2016	25	14
12/28/2016	27	35
12/29/2016	35	22
12/30/2016	34	30
12/31/2016	21	22
1/1/2017	13	25
1/2/2017	25	12
1/3/2017	2	0
1/4/2017	0	0
1/5/2017	0	0
1/6/2017	10	12
1/7/2017	7	19
1/8/2017	10	15
1/9/2017	5	15
1/10/2017	0	0
1/11/2017	5	13
1/12/2017	5	10
Total	312	322

MEETING AGENDA HRA of Madison

310 Park Avenue
Madison, MN 56256

Meeting Description Regular Meeting

Results Desired

Date: January 16, 2017 **Time** 11:30a.m. **Location** Authority Office

Start	Stop	Total Hours	Start	Stop	Total Hours

Call to Order:

Action on Minutes:

Financial Report:

Project Performance Reports: Nov. '16

Correspondence: None

Maintenance: Tom Jacobsen, Dave Jacobsen
Semi-Annual apartment inspections

Plumbing Problems

Occupancy Status: Kelsey Nelson moving out (#115). 2 applications on file.
Rented #115.

Old Business:

New Business: Kelly Myhre unemployment
Tom Jacobsen Work Ability
NAHRO Article

Other Business:

Adjournment:

MINUTES
REGULAR MEETING
THURSDAY, DECEMBER 8, 2016

The Board of Commissioners of the HRA of Madison, MN met on Thursday, December 8, 2016 at the office of the authority. Commissioners present were: Carlyle Larsen, Dale Olson, Stan Olson, Missy Heinrich and Karie Sorknes. Also present was Executive Director Kathy Bungarden and Tom and Dave Jacobsen from Maintenance. Absent was Assistant County Attorney Becky Trapp.

Chairperson Karie Sorknes called the meeting to order at 12:04 p.m.

Tom Jacobsen reported that Park Avenue had received a report of bed bugs in the apartment building next door known as The Pines. There is a Personal Care Assistant that works at Park Avenue, an individual that takes part in the Senior Nutrition Meals at Park Avenue and one of Park Avenue's maintenance people that is a tenant of the The Pines. Kathy Bungarden reported receiving a call from Kelly Maatz at Hilltop apt. building letting us know that she had contacted HUD and all we can do is simply ask these people to stay out of Park Avenue until the issue is resolved at The Pines. We cannot force them to stay away.

The maintenance people also reported getting tire chains for the garden tractor.

Alton Lindquist was called for assistance with the snow removal we received November 19, 2016 because it was so wet and heavy Park Avenue's equipment was having trouble so it was very slow going.

The minutes of the regular meeting on Thursday, November 10, 2016 were discussed. Minutes were approved as written.

The financial report was reviewed. After a short discussion by the board regarding checks #6113 - #6143 for a total amount of \$15,248.30 a motion was made by Carlyle Larsen and seconded by Karie Sorknes to pay the bills. Motion carried.

Kathy Bungarden had received a Performance Report for October from Loucks & Schwartz. We are showing a good negative number (-42.29) for the month.

Occupancy Status: There are no vacancies at this time. Kathy reported 4 applications on file.

OLD BUSINESS:

There was a short discussion on replacement of smoke detectors and installation of carbon monoxide detectors. Kathy Bungarden reported on the response she received from Matt Jensen w/HUD. He told Kathy HUD doesn't make these decisions and we should contact our local fire department or city code official. The board decided to check the smoke detectors every six months to make sure they are in working order. The replacement of smoke detectors and installation of carbon monoxide detectors was tabled at this time.

Kathy Bungarden reported the \$14,000.00 Operations portion of the 2016 Capital Fund had been transferred to Park Avenue.

NEW BUSINESS:

Kathy Bungarden informed the board that she received notice that Park Avenue's PHAS score for 2016 is 95/100. Last year it was 93/100.

Tuesday, December 20, 2016 will be the Tenant Christmas Supper. The meal is catered by the "Crazy Aprons" of Bellingham. The board will be attending the meal. Linda Anderson will provide music for some Christmas Caroling and the board will be offering rides to the tenants so they can see the Christmas lights on the houses around Madison. Tenant Bingo will also be taking place.

No further business forthcoming.

The next regular meeting will be Thursday, December 12, 2016 at 11:30 a.m.

Meeting adjourned at 1:15 p.m.

Chairperson – Karie Sorknes

Vice-Chairperson – Stan Olson

Minutes prepared by KB on 12-10-2016.

FINANCIAL STATEMENT

December, 2016

Balance as of last statement

\$ 822.71

Income for December, 2016

Rent	35	\$313.00 each apartment	\$	10,956.00
Cable	31		\$	930.00
AC	30		\$	150.00
Garage	10		\$	370.00
Fr.	6		\$	12.00
			\$ -	\$ 13,240.71

Other Income

Maintenance - Rent, Cable, Freezer, A/C			\$	150.00
From Savings to Checking	12/7/2016		\$	2,000.00
Interest from Checking Accr	11/30/2016		\$	0.11
Laundry			\$	437.00
			\$ 2,587.11	\$ 2,587.11
				\$ 15,827.82

4190	12/2/2016	6113	Cardmember Service(Ink Cart. Copy Paper, Napkins)	\$	100.69
4190	12/2/2016	6114	Prairie Five Senior Dining	\$	57.00
2117	12/5/2016	Auto	Fed.-\$210.00; S.S.-\$658.33; Medi-\$151.81(July Wages)	\$	1,020.14
2117	12/5/2016	Auto	Fed.-\$306.00; S.S.-\$634.63; Medi-\$148.42	\$	1,089.05
4190	12/8/2016	6115	Personnel Concepts(Labor Law Poster)	\$	10.90
4110	12/15/2016	6116	Kathy Bungarden	\$	973.55
4110	12/31/2016	6117	Kathy Bungarden	\$	973.55
4170	12/8/2016	6118	Loucks & Schwartz(Year End & Monthly Paperwork)	\$	504.00
4190	12/8/2016	6119	Jubilee Foods(Batteries, Coffee)	\$	54.35
4190	12/8/2016	6120	Frontier	\$	210.48
4190	12/8/2016	6121	Madison Postmaster	\$	37.60
4190	12/8/2016	6122	LQP Broadcasting	\$	30.35
4220	12/8/2016	6123	Dorothy Wright (29 hrs. @ \$8.00)	\$	214.26
4220	12/8/2016	6094	Deloris Smith (20.5 hrs. @ \$8.00)	\$	151.45
4330	12/8/2016	Auto	MN Energy	\$	553.13
	12/15/2016	Auto	City of Madison	\$	3,826.10
4410	12/15/2016	6125	Tom Jacobsen	\$	354.64
4410	12/31/2016	6126	Tom Jacobsen	\$	354.64
4410	12/15/2016	6127	Dave Jacobsen	\$	384.22
4410	12/31/2016	6128	Dave Jacobsen	\$	384.22
4420	12/8/2016	6129	Capital One(Exit Door Light Bulbs, 4" Bulbs, Roofmelt, Trouble Light, Light Bulbs)	\$	220.47
4420	12/8/2016	6130	Probuild	\$	45.81
4420	12/8/2016	6131	Amundson Peterson	\$	98.41
4420	12/8/2016	6132	Brehmers True Value	\$	44.28
4420	12/8/2016	6133	LQP Co-op Oil	\$	39.98

4430	12/8/2016	6134	Minnesota Elevator	\$	146.64
4430	12/8/2016	6135	Odden & Zimbelman(So.Washer, No.Dryer)	\$	801.85
4430	12/8/2016	6136	Prairie Five Senior Nutrition(2017 License Renewal)	\$	200.00
4430	12/8/2016	6137	Alton Lindquist	\$	25.00
4430	12/23/2016	Auto	Mediacom	\$	1,078.21
4430	12/8/2016	6138	Theresa Henrich	\$	200.00
4540	12/8/2016	6139	H.A.R.T.	\$	445.20
4540	12/8/2016	6140	Kathy Bungarden H.C.	\$	249.34
4540	12/8/2016	6141	Tom Jacobsen H.C.	\$	191.17
4420	12/12/2016	6142	Capital One(Plumbing Supplies, Grass Seed)	\$	129.62
4190	12/12/2016	6143	Craft & Birthday Club	\$	48.00
				\$ 15,248.30	\$ (15,248.30)
					\$ 579.52

Insured CD	\$24,941.55	Mat. Date 11/14/2017	Int. Rate 0.35%
#51000000499	1 year	Interest - \$ 74.80	
Balance	Insured Money Market Savings	10/31/2016	\$97,973.09
	Subsidy	11/7/2016	\$3,850.00
	Transfer from Savings		
	interest	11/30/2016	\$ 15.81
Balance		11/30/2016	\$101,838.90

<u>YTD Int.</u>	<u>Sec. Dep. Klein Bank</u>	<u>Deposit</u>	<u>Payment</u>	<u>Balance</u>
\$4.10				
	10/31/2016			\$7,055.70
	11/30/2016 Interest	\$0.17		\$7,055.87

- #112; Cat - No Pet Deposit
- #118; Cat - \$300 Deposit
- #234; Dog - \$300 Deposit
- #239; 2 Cats - \$600 Deposit
- #123; 1 Cat - \$300.00 Deposit
- #113; 1 Dog - \$300.00 Deposit

BALANCE SHEETMONTH: **December 2016**

<u>FUNDS</u>	<u>Ending Balance</u>
General	927,984.75
Ambulance	239,391.50
SCDP Grant Revolving Loan Fund	62,128.91
SCDP Grant 2009 Admin Fund	0.00
EDA	36,788.32
98 Storm Sewer Debt Service	1,173,923.76
09 GO Temp Imp Debt Service	2,388.69
Infra. Replace. Debt Service Fund	222,377.46
2015 GO REF Debt Service	18,220.98
2016 GO REF/WT	1,159.40
WWTP Project Fund	(157,753.24)
Water Tower Rehab	11,805.99
Water Fund	37,415.07
Sewer Fund	510,781.20
Sanitation Fund	111,633.62
Electric Fund	2,173,726.34
Storm Sewer Fund	90,560.58
Liquor Fund	52,522.94
Eastview Apts Fund	161,223.98
Reserve Fund	780,455.69
TOTAL BUSINESS OFFICE BOOKS	<u>6,456,735.94</u>
TOTAL TREASURER'S BOOKS	<u>6,456,735.94</u>
DIFFERENCE	0.00
	0.00
	0.00
	0.00
	0.00
	0.00
	<u>0.00</u>
	0.00

CITY COUNCIL CHECKLIST

1/19/2017

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	EXPECTED COMPLETION	COMPLETE
Irrigation Flags of Honor	5/13/2013	Thole	CM, Parks	Installed	completed
Downtown Alleyway Water Problem	9/19/2013	Conroy	CM, Streets	paved curb to properly drain water	completed
Water Main Relocation - Cargill	2/28/2014		CM, Engineer	Mains installed, working on easements	completed
Disc Golf Course	3/10/2014	Conroy	CM	Delivery and installation complete by June	completed
Weed Control	5/27/2014	Zahrbock	Parks	sprayed and will continue to spray	completed
Junk Vehicles - Modify Ordinance	7/28/2014	Meyer	CM, Attorney	Proposed Ordinance	completed
Snow Removal Sidewalks	1/26/2015	Conroy	CM PW	Follow Ordinance Procedure	completed
Prairie Arts Center Bats	2/23/2015	Conroy	CM	Bat Guy followed up, some areas are going to need to be	ongoing
Contracted Mowing Services	7/28/2014	Zahrbock	CM, Parks	Contracted with Richards Adams	ongoing
Lawn Ordinance	4/27/2015	Conroy	Streets	mowed and will continue to mow through	ongoing
Swimming Pool Renovation	2/11/2013	Thole	CM, Parks	Donations remain	ongoing
Planning and Zoning updates	12/28/2015	Thole	CM	Ordinance to be approved	ongoing
Landscape Library	11/2/2015	Thole	Parks	City Staff with design input from boards	ongoing
Pool House - Renovations	7/13/2015	Conroy	CM, Parks	Work in Progress	ongoing
Playground - Kiwanis Kiddie Park	7/13/2015	Meyer	CM, Parks	Wood Fiber complete, city to repair turf around edges	ongoing
Outside City Limits Properties	8/13/2012	Zahrbock	CM, Attorney	Letter sent and responded from LqP Env.	ongoing
Downtown Disctric Maintenance Fund	11/23/2015	Zahrbock	CM	Dismissed	ongoing
Prairie Arts Center Steps	2/8/2016	Thole	CM	No work at this time for 2016	ongoing
Praire Arts Windows	11/9/2015	Thole	CM	Local contractor to board windows	ongoing
City Garage	11/23/2015	Thole	CM	Determine method to repair	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	Create task force	ongoing
Downtown Open Space	10/27/2014	Conroy	CM Parks Board	Discuss potential ideas once property is cleared	ongoing
Hwy 40 Curbing - ask MNDOT to repair	5/11/2015	Zahrbock	CM, Engineer	Reported on MNDOT list of projects	ongoing
Grand Theatre - Seat Project	5/11/2015	Meyer	CM	City will be fiscal agent and deliver acknowledgme	ongoing
Storm Pond East Highway 40	8/10/2015	Zahrbock	CM, Engineer	Seeking bids from contractors 2017	ongoing
Hazardous Houses	12/12/2011	Thole	CM, Attorney	Work in Progress	ongoing
Outside City Limits Properties	8/8/2016	Zahrbock	CM, Attorney	City Attorney to address with County Board	ongoing
Tree Trimming	9/26/2016	Meyer	CM, PW	obstructed sidewalks/streets documented and assigned	ongoing
Sump Pumps	8/22/2016	Thole	CM,PW	Ordinance to be approved 01/23/2017 - Notices to follow	ongoing
Broadband Exploration	4/1/2016	Meyer	CM,committee	First meeting held 11/14/16 with CTC	ongoing

ORDINANCE NO.377

CITY OF MADISON, MINNESOTA

**AN ORDINANCE AMENDING CERTAIN
GROUNDWATER (SUMP PUMP) CONNECTIONS**

THE CITY OF MADISON, MINNESOTA, DOES HEREBY ORDAIN:

Section 1. Madison Ordinance § 52.062 currently reads:

§ 52.062 SURFACE RUNOFF OR GROUNDWATER CONNECTIONS
PROHIBITED.

No person shall make connection of roof downspouts, sump pumps, foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or indirectly to the wastewater disposal system.

Section 2. Amendment. The City Council ordains that Ordinance§ 52.062 shall be amended as follows:

§ 52.062 SURFACE RUNOFF OR GROUNDWATER CONNECTIONS PROHIBITED
AND EXCEPTIONS

No person shall make connection of roof downspouts, sump pumps, foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or indirectly to the wastewater disposal system. *However, in certain locations where surface storm water discharge would create a safety hazard during freezing weather, connection to the sanitary sewer may be maintained from November 15th to April 15th. In no case, shall any connection to the sanitary sewer be maintained from April 16th to November 14th. Exceptions will be granted by permit on a case by case basis as determined by the City designated official. City Council may establish by resolution permit fees and fines from time to time.*

Section 3. Effective date. This ordinance becomes effective upon passage and publication.

Passed by the Madison City Council this 23rd day of January, 2017.

Mayor

Attest:

City Clerk

**OFFICIAL SUMMARY OF ORDINANCE
AMENDING SUMP PUMP RESTRICTIONS
IN THE CITY OF MADISON**

The following is the official summary of Ordinance No 377, amending Section §52.062 that was passed by the City Council of Madison, Minnesota on January 23, 2017:

**§ 52.062 SURFACE RUNOFF OR GROUNDWATER CONNECTIONS PROHIBITED
AND EXCEPTIONS**

No person shall make connection of roof downspouts, sump pumps, foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or indirectly to the wastewater disposal system. *However, in certain locations where surface storm water discharge would create a safety hazard during freezing weather, connection to the sanitary sewer may be maintained from November 15th to April 15th. In no case, shall any connection to the sanitary sewer be maintained from April 16th to November 14th. Exceptions will be granted by permit on a case by case basis as determined by the City designated official. City Council may establish by resolution permit fees and fines from time to time.*

The Council established the fine at \$50.00 per day for a violation of this Ordinance.

Printed copies of the full ordinance are available for inspection by any person at the office of the city clerk during normal business hours or in any other public location which the council designates.

This summary was approved by the City Council of Madison, Minnesota, on January 23rd, 2017.

City Clerk

CITY OF MADISON, MINNESOTA
RESOLUTION 17-12
(Updated Ambulance Services, Code Enforcement)

STATE OF MINNESOTA)
COUNTY OF LAC QUI PARLE)
CITY OF MADISON)

**RESOLUTION ESTABLISHING A FEE SCHEDULE PURSUANT TO §34.01 OF THE
MADISON CODE OF ORDINANCES FOR THE YEAR 2017**

WHEREAS, the City Council is interested in establishing a fee schedule pursuant to §34.01 of the Madison City Code of Ordinances for the year 2017, effective January 23, 2017.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA that the following fee schedule for the year 2017 be adopted pursuant to §34.01 of the Madison City Code of Ordinances.

	<u>Fee</u>
I. <u>LIQUOR LICENSES</u>	
A. <u>RETAIL LIQUOR LICENSE</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	500.00
3. Annual Renewal	500.00
B. <u>WINE (RESTAURANT ONLY)</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	100.00
C. <u>TEMPORARY (1 or 3-day)</u>	
1. On Sale Liquor	50.00
2. On Sale Beer	50.00
D. <u>ON-SALE BEER (3.2 or STRONG BEER)</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	50.00
E. <u>SPECIAL CLUB</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	100.00
F. <u>SET-UP</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	50.00

G.	<u>OFF-SALE BEER</u>	
	1. Investigation Fee (New Applicants)	100.00
	2. Initial License	100.00
	3. Annual Renewal	50.00
II.	<u>GAMES OF SKILL</u>	
	Pool Tables/Pinball/Video Games/Bingo	15.00
III.	<u>OTHER</u>	
	Special Use Permit	15.00
IV.	<u>TATOO AND BODY PIERCING SERVICES</u>	
	Initial Application	250.00
	Initial Investigation	100.00
	Annual Renewal	100.00
V.	<u>ZONING PERMITS</u>	
	Value \$20,000 or Less	25.00
	Value Over \$20,000	50.00
	Petition to Subdivide Plats:	
	Less than 5 Lots	50.00
	5-10 Lots	75.00
	More than 10 Lots	100.00
	Variance Application	100.00
	Conditional Use Permit	100.00
	Special Permit	100.00
	Rezoning Request	100.00
	Code Amendment	375.00
	Street/Alley Vacation	75.00
	Annexation Request	250.00
		(plus State of MN fees)
VI.	<u>DOGS & CHICKENS</u>	
	Dog License -Neutered Male and Spayed Female (Calendar Year)	N/C
	Dog License - Unspayed Female & Unneutered Male (Calendar Year)	N/C
	Chicken Permit – Initial Application	50.00
	Chicken Permit – Renewal Application	25.00
VII.	<u>UTILITY & SERVICE CHARGES</u>	
	Street Digging Permit	100.00*
		*Plus Any Extra Costs for Street Repair
	Water & Sewer Connection - Simultaneous	100.00

<u>Equipment Rent (Per Hour) – *Does not include labor unless specified</u>		
Mowing includes *Labor	(minimum charge)	60.00
Snow Shoveling includes *Labor	(minimum charge)	60.00
Sweeper		50.00
Loader/Blower		100.00
Truck		40.00
Tractor Mower		50.00
Grader		60.00
Cat Loader		75.00
Aerial Truck		75.00
Sewer Machine		50.00
*Labor of City Employee operating equipment – per employee per hour		20.00
 <u>Labor & Materials/Supplies (Per hour or quantity)</u>		
Labor (Per Hour)	(minimum charge)	50.00
Gravel (Per Yard)		8.00
Water (Per 100 Gallons - Hard)		0.25
Water (Per 100 Gallons - Processed)		1.00
Salt & Sand (Per Yard)		12.00
Vehicle storage fee (Wastewater Plant)		10.00/day
 VIII. <u>ADMINISTRATIVE CHARGES</u>		
Maps		5.00
Copies (Per Page)		0.25
Fax Machine (Per Page)		1.50
Service Charge - Returned Checks		25.00
Assessment Search Fee		10.00
Copies of Audit Report (postage additional)		10.00
Peddler/Transient Merchant Permit		15.00
 IX. <u>CITY HALL FACILITIES</u>		
Madison Room	Basic Charge	25.00
	w/Set Up	35.00
Auditorium	Basic Charge	35.00
	w/Set Up	45.00
Basement	Basic Charge	35.00
	w/Set Up	45.00
	w/Kitchen	45.00
 X. <u>RECREATIONAL</u>		
Jacobson Park Wayside Rest (“rest area”)		0.00
Recreation Field		
Damage Deposit		100.00
ATV Permit (per lifetime of vehicle)		25.00
Golf Cart Permit (per lifetime of vehicle)		25.00
Picnic Tables – rentals for non-city facilities (per table per day)		10.00

XI.	<u>ELECTIONS</u>	
	Filing Fee	2.00
		*If petition filed, no charge
XII.	<u>CODE ENFORCEMENT</u>	
	Parking Tickets	50.00
	Snow Removal Violation	50.00
	Dog Pound Boarding Fee	20.00/day
	Vehicle storage fee (impoundment)	10.00/day
	Sanitary Discharge exception Permit (November 15 – April 15)	N/C
	Sanitary Discharge fine	50.00
XIII.	<u>SWIMMING POOL</u>	
	General Admission	3.00-3.50
	Season Pass - individual	75.00
	Season Pass - family	125.00
	Lessons (depends on swimmers level)	25.00-30.00
	Private Lessons	50.00
	Pool Rental	200.00
XIV.	<u>AMBULANCE DEPARTMENT</u>	
	<u>Rates</u>	<u>Rate</u>
	Base Fee	850.00
	Mileage per loaded mile	16.00
	Helicopter Assist	100.00
	Transport Flight Crew to Airport	850.00
	Lift Assist	100.00
	Standby	
	Races (Per Hour)	50.00
	School Events (Per Hour)	50.00
	Hospital (Per Hour)	50.00
	<u>Medications</u>	
	IV Start Kit	100.00
	Narcan	75.00
	Epi-Pen	350.00
	Epi-Pen JR	300.00
	Glucose	10.00
	Glucagon	325.00
	Albuterol Inhaler	50.00
	Albuterol Nebulizer	25.00
	Nitroglycerin	10.00
	Aspirin	5.00
	<u>Services</u>	
	Lucas Compression Device	50.00
	Res Q Pod	125.00
	Ambu Bag	35.00
	CPR Mask	15.00

**CITY OF MADISON, MINNESOTA
RESOLUTION 17-13**

STATE OF MINNESOTA)
COUNTY OF LAC QUI PARLE)
CITY OF MADISON)

APPOINTMENT OF FIRE SERVICE OFFICERS FOR 2017

WHEREAS, the Madison City Council is interested in appointing the Fire Service Officers for the Year 2017 based on the Fire Service meeting of December, 2016.

NOW THEREFORE BE IT RESOLVED that the City Council of Madison, Lac qui Parle County, Minnesota is appointing the following:

Fire Chief: Mitch Wellnitz
Asst. Fire Chief: Brian Tebben
Training Officer: Mark Olson
Safety Officer: Jim Strand
Secretary: Don Tweet
Treasurer: Gary Hansen

Upon vote taken thereon, the following voted:

For:
Against:

Whereupon said Resolution No. 17-13 was declared duly passed and adopted this 23rd day of January, 2017.

Greg Thole
Mayor

Attest: _____
Kathleen Weber
City Clerk

**CITY OF MADISON MINNESOTA
RESOLUTION NO. 17-14**

STATE OF MINNESOTA)
COUNTY OF LAC QUI PARLE)
CITY OF MADISON)

**RESOLUTION ADOPTING A POLICY AND CRITERIA
FOR THE GRANTING OF BUSINESS SUBSIDIES**

BE IT RESOLVED by the City Council ("Council") of the City of Madison, Minnesota ("City") as follows:

Section 1. Recitals.

1.01. Minnesota Statutes, Sections 116J.993 through 116J.995 (the "Act") requires the adoption of a policy and criteria for the granting of business subsidies as defined in the Act; and,

1.02. The City has determined that it is necessary and appropriate to adopt a business subsidy policy and criteria pursuant to the Act; and,

1.03. The City has performed all actions required by law to be performed prior to the adoption and approval of the proposed business subsidy policy and criteria, including the holding of a public hearing upon published notice as required by law.

Section 2. City Approval; Further Proceedings

2.01. The business subsidy policy and criteria, contained in Exhibit A of this resolution is hereby approved, ratified, established, and adopted and shall be placed on file at City Hall.

2.02. The City Manager is authorized and directed to file a copy of the business subsidy policy and criteria, along with annual reports, to the Minnesota Department of Employment and Economic Development, pursuant to the Act.

Upon the vote being taken thereon, the following voted:

For:
Against:
Absent:

Whereupon said Resolution 17-14 was declared duly passed and adopted this 23rd day of January, 2017.

ATTEST:

Greg Thole, Mayor

Kathleen Weber, City Clerk

(Seal)

EXHIBIT A

POLICY AND CRITERIA FOR GRANTING BUSINESS SUBSIDIES

BUSINESS SUBSIDY POLICY AND CRITERIA



CITY OF MADISON
COUNTY OF LAC QUI PARLE
STATE OF MINNESOTA

Public Hearing:
Adopted:

CITY OF MADISON

BUSINESS SUBSIDY POLICY AND CRITERIA

1. PURPOSE

- 1.01 The purpose of this policy and criteria is to establish the **City of Madison, Minnesota's** (the "City") position as it relates to business subsidies under the general **Business Subsidy Act** pursuant to *Minnesota Statutes, Sections 116J.993 through 116J.995* (the "Act"). This policy and criteria shall be used as a guide in processing and reviewing applications requesting business assistance. A copy of this policy shall be submitted to the Minnesota Department of Employment and Economic Development or a successor entity ("DEED") along with the first annual report.
- 1.02 The City shall have the option of amending or waiving sections of this policy and criteria when determined necessary or appropriate. The Act allows the City to deviate from its criteria by documenting in writing the reason for the deviation and attaching a copy of the document to its next annual report to DEED.
- 1.03 Meeting all or a majority of the criteria, however, does not mean that the business subsidy will be awarded or denied by the City. The City maintains its ability to approve or reject a business subsidy at its discretion, based on the merits of the project and the overall benefit to the community, using the criteria as a means of measuring overall benefit.

2. STATUTORY LIMITATIONS

- 2.01 In accordance with the **City's Business Subsidy Policy and Criteria**, assistance requests must comply with applicable laws of the State of Minnesota.
- 2.02 Any amendments or modifications to the Act shall amend or modify the terms and definitions of this policy and criteria without any further actions of the City.

3. DEFINITIONS

- 3.01 **Business Subsidy Generally.** A Business Subsidy, as further defined herein and in the Act shall include, but not be limited to one of the following types of subsidies provided by the City:

- A. Loan,
- B. Grant,
- C. Tax abatement,
- D. TIF or other tax reduction or deferral,
- E. Guarantee of payment,
- F. Contribution of property or infrastructure,
- G. Preferential use of governmental facilities,
- H. Land contribution, or
- I. Other specified subsidy.

A Business Subsidy does not include assistance of less than \$150,000, business loans or loan guarantees of less than \$150,000, assistance generally available to all businesses, housing assistance, or any other type of assistance specifically excluded in the Business Subsidy Act.

3.02 **Further Definitions.** The following defined terms apply equally to all business subsidies. Any terms not defined herein shall have the meanings set forth in the Act.

"Benefit Date" the later of either the date on which the Business Subsidy Agreement is executed or the date on which any amount of Business Subsidy is first provided to the Business Subsidy Recipient.

"Business Subsidy" means a state or local government agency grant, contribution of personal property, real property, infrastructure, the principal amount of a loan at rates below those commercially available to the recipient, any reduction or deferral of any tax or any fee, any guarantee of any payment under any loan, lease, or other obligation, or any preferential use of government facilities given to a business, and as defined by the Act.

"Business Subsidy Agreement" means the agreement between the Recipient as defined herein and the City entered into pursuant to the Act describing the subsidy, specific tangible goals (i.e., create number of jobs, establish minimum wage rates and time periods in which goals will be achieved) and providing remedy for failure to achieve goals and providing for reporting to the State of Minnesota.

"Business Subsidy Recipient" means any business entity that receives a business subsidy as defined by the Act and that has signed a Business Subsidy Agreement with the City.

"Business Subsidy Report" means the annual reports submitted by the City each year for each business receiving a Business Subsidy in the City in order to comply with the Act.

4. ELIGIBLE USES FOR THE RECEIPT OF BUSINESS ASSISTANCE

4.01 As a matter of adopted policy, the City will consider using a business assistance tool to assist private developments only in those circumstances in which the proposed private projects meet one or more of the following uses:

- A. To redevelop blighted or under-utilized areas of the community.
- B. To meet the following housing-related uses:
 - 1. To provide a diversity of housing not currently provided by the private market.
 - 2. To provide a variety of housing ownership alternatives and housing choices.
 - 3. To promote affordable housing for low or moderate-income individuals.
 - 4. To promote community stabilization and revitalization by the removal of blight and the upgrading in existing housing stock in residential areas.
- C. To remove blight and encourage redevelopment in the commercial and industrial areas of the City in order to encourage high levels of property maintenance and private reinvestment in those areas.
- D. To enhance economic growth by increasing the tax base of the City in order to ensure the long-term ability of the City to provide adequate services for its residents while lessening the reliance on residential property tax.

- E. To retain high quality local jobs, create high quality local job growth, and provide diversity in that job base.
- F. To increase the local business and industrial market potential of the City.
- G. To encourage additional unsubsidized private development in the area, either directly, or through secondary "spin-off" development.
- H. To offset increased costs of redevelopment, over and above those costs that a business would incur in normal development.
- I. To accelerate the development process and to achieve development on sites which would not be developed without this assistance.

5. BUSINESS ASSISTANCE PROJECT APPROVAL CRITERIA

- 5.01 All new projects approved by the City should meet the following mandatory minimum approval criteria. However, it should not be presumed that a project meeting these criteria would automatically be approved. Meeting these criteria creates no contractual rights on the part of any potential developer.
- A. The assistance shall be provided within applicable state legislative restrictions, State Auditor interpretation, debt limit guidelines, and other appropriate financial requirements and policies.
 - B. The project should meet one or more of the uses identified in Section 4, Eligible Uses for the Receipt of Business Assistance.
 - C. The project must be in accordance with the City's comprehensive plan and zoning ordinances, or required changes to the City's comprehensive plan and zoning ordinances must be under active consideration by the City at the time of approval.
 - D. The assistance may not be provided to projects that have the financial feasibility to proceed without the benefit of the assistance. Assistance will not be provided solely to broaden a businesses' profit margins on a project. Prior to consideration of a business assistance request, the City may undertake an independent underwriting of the project to help ensure that the request for assistance is valid with underwriting costs to be reimbursed by the business in all instances which shall be in addition to the application fee described herein.
 - E. Prior to approval of business assistance, the business shall provide any required market and financial feasibility studies, appraisals, soil boring, information provided to private lenders for the project, and other information or data that the City or its financial consultants may require in order to proceed with an independent underwriting.
 - F. Any business requesting business assistance should be able to demonstrate past successful general development capability as well as specific capability in the type and size of development proposed.
 - G. The business must continue operations of the project for at least five years after the Benefit Date in order to stabilize its occupancy, to establish the project management, and to initiate repayment of the business assistance.

- H. The level of business assistance funding should be reduced to the lowest possible level and least amount of time by maximizing the use of private debt and equity financing first, and then using other funding sources or income producing vehicles that can be structured into the project financing, prior to using additional business assistance funding.

6. BUSINESS ASSISTANCE PROJECT EVALUATION CRITERIA

- 6.01 All projects may be evaluated by the City Council (the "Council") on the following criteria for comparison with other proposed business assistance projects reviewed by the City, and for comparison with other subsidy standards (where appropriate). It is realized that changes in local markets, costs of construction, and interest rates may cause changes in the amounts of business assistance subsidies that a given project may require at any given time.
- 6.02 Some criteria, by their very nature, must remain subjective. However, wherever possible "benchmark" criteria have been established for review purposes. The fact that a given proposal meets one or more "benchmark" criteria does not mean that it is entitled to funding under this policy, but rather that the City is in a position to proceed with evaluations of (and comparisons between) various business assistance proposals, using uniform standards whenever possible.
- 6.03 Following are the evaluation criteria that may be used by the City:
 - A. All proposals should, in the opinion of the City Council, optimize the private development potential of a site.
 - B. All proposals should, in the opinion of the City Council, create the highest feasible number of jobs on the site.
 - C. Business assistance should not be approved to give a significant competitive financial advantage when compared to similar private development project(s) in the City that do not use business assistance.
 - D. All proposals should, in the opinion of the City Council, create the highest possible ratio of property taxes paid before and after redevelopment. Given the different assessment circumstances in the City, this ratio will vary widely.
 - E. Proposals should usually not be used to support speculative industrial, commercial, and office projects.
 - F. Assistance will usually not be used in a project that involves an excessive land and/or property price.
 - G. All business assistance projects should meet the "but for" test. Assistance should not be used unless the need for the City's economic participation is sufficient that, without that assistance the project could not proceed in the manner as proposed.
 - H. Business assistance will not be used when the business's credentials, in the sole judgment of the City, are inadequate due to past track record relating to: completion of projects, general business reputation and/or bankruptcy, or other problems or issues considered relevant by the City.
 - I. Business assistance will not normally be used for projects that would generate significant environmental problems in the opinion of the local, state, or federal governments.

- J. Business assistance funding should not be provided to those projects that fail to meet good public policy criteria as determined by the City Council, including: poor project quality; projects that are not in accord with the comprehensive plan, zoning, redevelopment plans, and City policies; projects that provide no significant improvement to surrounding land uses, the neighborhood, and/or the City; projects that do not have significant new, or retained, employment; projects that do not meet financial feasibility criteria established by the City; and projects that do not provide the highest and best use for the property.
- K. Except where job creation or job retention is not a goal, all projects receiving business assistance must create a minimum of one new full-time equivalent job in the community which provides employer paid basic health insurance with a minimum wage and health benefits that total at least the rate per hour of 110% of the current poverty level for a family of four within two years from the Benefit Date.
- L. The City may deviate from wage and job criteria in 6.03 K by documenting the reason in writing for the deviation and attaching a copy of this reason to the next annual Business Subsidy Report submitted to DEED.
- M. The City shall have an overall goal that City residents hold a significant number of new jobs created under this policy. It is expected that all qualified businesses or recipients shall have a quantified target for the number of residents to be hired.
- N. In the case where job creation or job retention is not a goal, the business must meet at least one of the following minimum requirements:
 1. The Business Subsidy accomplishes the removal, rehabilitation or redevelopment of, or prevention of development or spread of, a blighted area as defined by Minnesota Statutes, Section 469.002, Subdivision 11, or constitutes a cost of correcting conditions that permits designation of a redevelopment district or renewal and renovation district under Minnesota Statutes, Section 469.174 to 469.179; or
 2. The Business Subsidy improves public infrastructure or public facilities, including without limitation streets, sewers, storm sewers, streets, parks, recreational facilities, and other City facilities; or
 3. The Business Subsidy removes physical impediments to development of land, including without limitation poor soils, bedrock conditions, steep slopes, or similar geotechnical problems.

The above requirements must be expressed as specific, measurable and tangible goals in each Business Subsidy Agreement. The job and wage goals that would otherwise be required may be set at zero.

- N. Any Business Subsidy Recipient must pay back assistance received if the job and wage goals or other specified goals are not met within two (2) years of the Benefit Date or such time as permitted by the Act as it may be amended. For all Business Subsidies, assistance provided by the City must be paid back, with interest as determined in the Act, to the City, or at the City's request, to the account created under the Act. Any repayment may be prorated by the City to reflect partial fulfillment of goals. The City may, after a public hearing, extend the period for meeting job and wage goals for up to one year and may pursuant to the procedure in the Act, extend the period for meeting other goals for any period specified by the City.

- 6.04 Following are the procedures that may be used by the City:
- A. Meet with appropriate City staff to discuss the scope of the project, public participation being requested, and other information as may be necessary.
 - B. Completion of Pre-Application Business Assistance Financing form. This form shall be submitted to the City Council.
 - C. The City Council shall review the request on a preliminary basis as to the feasibility of the project.
 - D. The application shall be placed on the City Council agenda for concept review. The applicant may make a formal presentation of the project. The City staff and/or their consultants shall present their findings.
 - E. If the City Council's preliminary concept review is positive, the applicant may elect to file a formal application accompanied by an administrative fee as well as annual fees for monitoring and reporting as required by statute. The amount of these fees will be determined based upon the complexity of the project and corresponding requirements for administrative services.
 - F. Following the necessary financial analysis and preparation of detailed plans, the City Council shall take action on the project. If approved, the staff will be directed to undertake the following steps:
 - Prepare a Business Subsidy Agreement based upon the terms approved
 - Prepare a development plan and tax increment financing plan if required
 - G. The City may require the business to provide additional security, such as a letter of credit, a security bond, or a guaranty from an affiliate or third party.

CITY OF MADISON
PRE-APPLICATION
BUSINESS ASSISTANCE FINANCING

Legal name of applicant: _____

Address: _____

Telephone number: _____

Name of contact person: _____

REQUESTED INFORMATION

Addendum shall be attached hereto addressing in detail the following:

1. A map showing the exact boundaries of proposed development.
2. Give a general description of the project including size and location of building(s); business type or use; traffic information including parking, projected vehicle counts and traffic flow; timing of the project; estimated market value following completion.
3. The existing comprehensive land use designation and zoning of the property. Include a statement as to how the proposed development will conform to the land use designation and how the property shall be zoned or petitioned to be rezoned.
4. A statement identifying how the business assistance will be used and why it is necessary to undertake the project.
5. A statement identifying the public benefits of the proposal including estimated increase in property valuation, new jobs to be created, hourly wages and other community assets.
6. A written description of the developer's business, principals, history and past projects.

I understand that the application fee will be used for City staff and consultant costs and may be partially refundable if the request for assistance is withdrawn. Refunds will be made at the discretion of the City Council and be based on the costs incurred by the prior to the withdrawal of the request for assistance. If the initial application fee is insufficient, I will be responsible for additional deposits.

SIGNATURE

Applicant's signature: _____

Date: _____

CITY OF MADISON
APPLICATION FOR BUSINESS ASSISTANCE FINANCING

GENERAL INFORMATION:

Business Name: _____ Date: _____

Address: _____

Type (Partnership, etc.): _____

Authorized Representative: _____ Phone: _____

Description of Business: _____

Legal Counsel: _____

Address: _____ Phone: _____

FINANCIAL BACKGROUND:

1. Have you ever filed for bankruptcy? _____

2. Have you ever defaulted on any loan commitment? _____

3. Have you applied for conventional financing for the project? _____

4. List financial references:

a. _____

b. _____

c. _____

5. Have you ever-used business assistance financing before? _____

If yes, what, where and when? _____

PROJECT INFORMATION:

1. Location of Proposed Project: _____

2. Amount of Business Assistance requested? _____
3. Need for Business Assistance: _____
4. Present ownership of site: _____
5. Number of permanent jobs created as a result of project? _____
6. Estimated annual sales: Present: _____ Future: _____
7. Market value of project following completion: _____

8. Anticipated start date: _____ Completion Date: _____

FINANCIAL INFORMATION:

1. Estimated project related costs:
 - a. Land acquisition \$ _____
 - b. Site development _____
 - c. Building cost _____
 - d. Equipment _____
 - e. Architectural/engineering fee _____
 - f. Legal fees _____
 - g. Off-site development costs _____
2. Source of financing:
 - a. Private financing institution \$ _____
 - b. Business assistance funds _____
 - c. Other public funds _____
 - d. Developer equity _____

PLEASE INCLUDE:

1. Preliminary financial commitment from bank.
2. Plans and drawing of project.
3. Background material of company.
4. Pro Forma analysis.
5. Financial statements.
6. Statement of property ownership or control.
7. Payment of application fee.

**CITY OF MADISON MINNESOTA
RESOLUTION 17-15**

LAC QUI PARLE COUNTY)
STATE OF MINNESOTA)
CITY OF MADISON)

**RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR
ADVANCE OF CERTAIN COSTS IN CONNECTION WITH
TAX INCREMENT FINANCING DISTRICT NO. 2**

BE IT RESOLVED by the City Council (the "Council") of the City of Madison, Minnesota (the "City"), as follows:

Section 1. Background.

1.01. The City intends to establish Tax Increment Financing District No. 2 (the "TIF District") within Development District No. 1 (the "Project"), and will adopt a Tax Increment Financing Plan (the "TIF Plan") for the purpose of financing certain improvements within the Project.

1.02. The City has determined to pay for certain costs identified in the TIF Plan consisting of land/building acquisition, demolition, interest and administrative costs (collectively, the "Qualified Costs"), which costs may be financed on a temporary basis from City funds available for such purposes.

1.03. Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally authorized, in order to finance the Qualified Costs.

1.04. The City intends to reimburse itself for the Qualified Costs from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

2.01. The City hereby authorizes the advance of up to \$150,000 from the General/Reserve Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

2.02. Principal and interest ("Payments") on the outstanding Interfund Loan balance shall be paid semi-annually on each August 1 and February 1 (each a "Payment Date"), commencing on the first Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Manager, through the date of last receipt of tax increment from the TIF District.

2.03. Payments on this Interfund Loan are payable solely from "Available Tax Increment," which shall mean, on each Payment Date, tax increment available after other obligations have been paid, or as determined

by the City Administrator, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Lac Qui Parle County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, all inclusive, as amended. Payments on this Interfund Loan may be subordinated to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

2.04. The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

2.05. This Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. This Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on this Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on this Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

2.06. The City may amend the terms of this Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 17-15 was declared duly passed and adopted this 23rd day of January, 2017.

ATTEST:

Greg Thole, Mayor

Kathleen Weber, City Clerk

(Seal)

**CITY OF MADISON MINNESOTA
RESOLUTION NO. 17-16**

STATE OF MINNESOTA)
COUNTY OF LAC QUI PARLE)
CITY OF MADISON)

**RESOLUTION ESTABLISHING ASSIGNMENT OF SALARIES
DEPUTY CITY CLERK/TREASURER**

WHEREAS, the City Council is interested in establishing the assignment of salaries for the position of Deputy City Clerk/Treasurer for the City of Madison for 2017 fiscal calendar year period and continuing thereafter until modified therein; and

WHEREAS, the City Council is determining that the establishment of pay range & step shall be contained in this resolution with effective starting salary on February 6, 2017 and continuing thereafter until modified therein; and

THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA,

ASSIGNMENT OF PAY RANGE & STEP SCHEDULE 2017

<u>Title</u>	<u>Range</u>	<u>Step</u>	<u>Salary Adj.</u>
Deputy City Clerk/Treasurer	8	A	

THEREFORE BE IT FURTHER RESOLVED That the City Council of Madison, Lac qui Parle County, Minnesota does hereby authorize the assignment of salaries for the position of Deputy City Clerk/Treasurer as contained herein with and effective date of February 6, 2017 with payment continuing thereafter until modified therein.

Upon vote taken thereon, the following voted:

For:
Against:
Absent:

Whereupon said Resolution No. 17-16 was declared duly passed and adopted this 23rd day of January 2017.

Greg Thole, Mayor

Attest: _____
Kathleen Weber, City Clerk

SCHEDULED CLAIMS LIST

United Prairie ck# 53976-53981

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
				BANK 1 - KLEIN/UNITED PRAIRIE					
				27 AFLAC					
01112017	1	1/11/17	1/11/17	GEN-INS PREM-1/17	312.00	101	101	101-41320-131	1
	2			WT-INS PREM-1/17	24.31	601	601	601-49400-131	1
	3			LIQ-INS PREM-1/17	418.47	609	609	609-49750-131	1
				INVOICE TOTAL	754.78				
				VENDOR TOTAL	754.78				
				130 AVENET, LLC					
40062	1	1/11/17	1/11/17	ADMIN-EMAIL SERVICE 2017	300.00	101	101	101-41320-309	1
				INVOICE TOTAL	300.00				
				VENDOR TOTAL	300.00				
				766 FARMERS MUTUAL TELEPHONE					
010117	1	1/11/17	1/11/17	ADMIN-PHONE 12/16	109.95	101	101	101-41320-321	1
	2			FIRE-PHONE 12/16	71.95	101	101	101-42200-321	1
	3			GRAND-PHONE 12/16	71.95	101	101	101-45181-321	1
	4			AMB-PHONE 12/16	71.95	201	201	201-44100-321	1
	5			WT-PHONE 12/16	71.95	601	601	601-49400-321	1
	6			SEW-PHONE 12/16	71.95	602	602	602-49450-321	1
	7			ELEC-PHONE 12/16	71.95	604	604	604-49570-321	1
	8			LIQ-PHONE 12/16	71.95	609	609	609-49750-321	1
	9			ADMIN-PHONE 12/16	15.00	101	101	101-41320-321	1
	10			GRAND-PHONE 12/16	15.00	101	101	101-45181-321	1
				INVOICE TOTAL	643.60				
				VENDOR TOTAL	643.60				
				830 GCC READY MIX					
011117	1	1/11/17	1/11/17	STR-MAINT SUPPLIES	16.27	101	101	101-43100-224	1
				INVOICE TOTAL	16.27				
				VENDOR TOTAL	16.27				
				1621 MADISON NATIONAL LIFE INS					
011117	1	1/11/17	1/11/17	GEN-LIFE INS PREM-2/17	20.20	101	101	101-41320-131	1
	2			GEN-LIFE INS PREM-2/17	10.10	101	101	101-43100-131	1
	3			ELEC-LIFE INS PREM-2/17	10.10	604	604	604-49570-131	1
	4			WT-LIFE INS PREM-2/17	7.58	601	601	601-49400-131	1
	5			SEW-LIFE INS PREM-2/17	7.57	602	602	602-49450-131	1
	6			LIQ-LIFE INS PREM-2/17	6.11	609	609	609-49750-131	1
				INVOICE TOTAL	61.66				
				VENDOR TOTAL	61.66				
				2619 SW/WC SERVICE COOPERATIVE					
01012017	1	1/11/17	1/11/17	GEN-BCBS HEALTH INS PREM	1,224.00	1150	101	101-20650	1
	2			GEN-BCBS HEALTH INS PREM	1,475.00	101	101	101-41320-131	1
	3			GEN-BCBS HEALTH INS PREM	1,150.00	101	101	101-43100-131	1
	4			ELEC-BCBS HEALTH INS PRE	320.00	6450	604	604-20650	1
	5			ELEC-BCBS HEALTH INS PRE	1,100.00	604	604	604-49570-131	1
	6			WT-BCBS HEALTH INS PREM-	160.00	6150	601	601-20650	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	7			WT-BCBS HEALTH INS PREM-	800.00	601 601-49400-131	1
	8			SEW-BCBS HEALTH INS PREM	199.00	6250 602-20650	1
	9			SEW-BCBS HEALTH INS PREM	850.00	602 602-49450-131	1
				INVOICE TOTAL	7,278.00		
				VENDOR TOTAL	7,278.00		
				BANK 1 - KLEIN/UNITED PR TOTAL	9,054.31		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	9,054.31		
				GRAND TOTALS	9,054.31		

SCHEDULED CLAIMS LIST

United Prairie CK # 54000-54031

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
				BANK 1 - KLEIN/UNITED PRAIRIE					
				2901 BENNETT OFFICE TECHNOLOGI					
251958	1	1/19/17	1/19/17	ADMIN-COPIER MAINT-1/17	357.10	101		101-41320-404	1
				INVOICE TOTAL	357.10				
				VENDOR TOTAL	357.10				
				190 BEVERAGE WHOLESALERS					
011917	1	1/19/17	1/19/17	LIQ-LIQUOR EXPENSE	4,896.30	609		609-49750-251	1
				INVOICE TOTAL	4,896.30				
				VENDOR TOTAL	4,896.30				
				264 BOLTON & MENK INC					
0198274	1	1/19/17	1/19/17	STR-2016 CRACKFILL	112.50	101		101-43100-303	1
				INVOICE TOTAL	112.50				
0198275	1	1/19/17	1/19/17	ELEC-GIS POWER POLE LAYE	2,634.00	604		604-49590-303	1
				INVOICE TOTAL	2,634.00				
				VENDOR TOTAL	2,746.50				
				621 MARIA CROATT					
011917	1	1/19/17	1/19/17	AMB-NATIONAL REGISTRY LI	15.00	201		201-44100-180	1
				INVOICE TOTAL	15.00				
				VENDOR TOTAL	15.00				
				3282 DAWSON TRUCK PARTS					
153308	1	1/19/17	1/19/17	STR-EQUIP/PARTS	3.15	101		101-43100-221	1
				INVOICE TOTAL	3.15				
				VENDOR TOTAL	3.15				
				811 FRONTIER COMM OF MN					
17010	1	1/19/17	1/19/17	WT-CIRCUIT 1/17	43.43	601		601-49400-321	1
				INVOICE TOTAL	43.43				
				VENDOR TOTAL	43.43				
				810 G & K SERVICES					
1007654895	1	1/19/17	1/19/17	SEW-SHOP TOWELS/SUPPLIES	7.66	602		602-49450-219	1
	2			STR-SHOP TOWELS/SUPPLIES	113.00	101		101-43100-209	1
				INVOICE TOTAL	120.66				
				VENDOR TOTAL	120.66				
				3343 HAAS, TARA					
011917	1	1/19/17	1/19/17	AMB-MILEAGE EMT CLASS 87	466.52	201		201-44100-180	1
	2			AMB-EMT TEST	80.00	201		201-44100-180	1
				INVOICE TOTAL	546.52				
				VENDOR TOTAL	546.52				

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
011917	1	1/19/17	1/19/17	976 HEATHER NURSERY CTY HALL-LANDSCAPE POTS	50.00	101		101-41940-401	1
				INVOICE TOTAL	50.00				
				VENDOR TOTAL	50.00				
011917	1	1/19/17	1/19/17	3344 HIBMA, ASHLEY AMB-NATIONAL REGISTRY LI	15.00	201		201-44100-180	1
				INVOICE TOTAL	15.00				
				VENDOR TOTAL	15.00				
011917	1	1/19/17	1/19/17	1221 HEIDI KITTLESON AMB-NATIONAL REGISTRY LI	15.00	201		201-44100-180	1
				INVOICE TOTAL	15.00				
				VENDOR TOTAL	15.00				
C0025457	1	1/19/17	1/19/17	1431 LEAGUE OF MN CITIES INS T UNALL-DEDUCTIBLE LITAGAT	250.00	101		101-49250-409	1
				INVOICE TOTAL	250.00				
				VENDOR TOTAL	250.00				
011917	1	1/19/17	1/19/17	1451 HEATHER LILLEJORD AMB-NATIONAL REGISTRY LI	15.00	201		201-44100-180	1
				INVOICE TOTAL	15.00				
				VENDOR TOTAL	15.00				
011917	1	1/19/17	1/19/17	3036 LQP BROADCASTING CO. LIQ-ADVERTISING EXPENSE	348.00	609		609-49750-342	1
				INVOICE TOTAL	348.00				
				VENDOR TOTAL	348.00				
011917	1	1/19/17	1/19/17	1326 LQP CO-OP OIL FIRE-FUEL EXPENSE	30.00	101		101-42200-219	1
				INVOICE TOTAL	30.00				
011917A	1	1/19/17	1/19/17	WT-FUEL EXPENSE	85.00	601		601-49400-212	1
	2			STR-FUEL EXPENSE	1,178.58	101		101-43100-212	1
	3			ELEC-FUEL EXPENSE	345.33	604		604-49570-212	1
				INVOICE TOTAL	1,608.91				
				VENDOR TOTAL	1,638.91				
011917	1	1/19/17	1/19/17	1560 MADISON BOTTLING CO. LIQ-BEER EXPENSE	6,963.35	609		609-49750-251	1
				INVOICE TOTAL	6,963.35				
				VENDOR TOTAL	6,963.35				

1609 MADISON KIWANIS CLUB

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
011917	1	1/19/17	1/19/17	1609 MADISON KIWANIS CLUB ADMIN-MEMBERSHIP DUES	111.00	101 101-41320-433	1
				INVOICE TOTAL	111.00		
				VENDOR TOTAL	111.00		
493397	1	1/19/17	1/19/17	1530 MARTIN TRUCKING LLC LIQ-FREIGHT EXPENSE	266.90	609 609-49750-258	1
				INVOICE TOTAL	266.90		
				VENDOR TOTAL	266.90		
011917	1	1/19/17	1/19/17	1706 MEDIACOM STR-CABLE TV EXP	10.46	101 101-43100-324	1
				INVOICE TOTAL	10.46		
				VENDOR TOTAL	10.46		
011448	1	1/19/17	1/19/17	1750 MILBANK COMMUNICATIONS FIRE-EQUIP/PARTS	124.26	101 101-42200-221	1
				INVOICE TOTAL	124.26		
				VENDOR TOTAL	124.26		
011917	1	1/19/17	1/19/17	1891 MN POLLUTION CONTROL AGEN SEW-WW CERT RENEWAL/EXAM	78.00	602 602-49450-437	1
				INVOICE TOTAL	78.00		
				VENDOR TOTAL	78.00		
011917	1	1/19/17	1/19/17	1915 MN RURAL WATER ASSOCIATIO SEW-MRWA TECHNICAL CONFE	230.00	602 602-49450-437	1
				INVOICE TOTAL	230.00		
				VENDOR TOTAL	230.00		
845572	1	1/19/17	1/19/17	1541 MVTL LABORATORIES INC SEW-REGULAR TESTING	110.00	602 602-49450-409	1
				INVOICE TOTAL	110.00		
				VENDOR TOTAL	110.00		
6392	1	1/19/17	1/19/17	2240 PIONEERLAND LIBRARY SYS. LIB-DVD'S	658.87	101 101-45500-592	1
				INVOICE TOTAL	658.87		
				VENDOR TOTAL	658.87		
1002943865	1	1/19/17	1/19/17	2250 PITNEY BOWES ADMIN-E-Z SEAL	40.79	101 101-41320-201	1
				INVOICE TOTAL	40.79		
				VENDOR TOTAL	40.79		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
9021902	1	1/19/17	1/19/17	2286 POWER SYSTEM ENGINEERING ELEC-ENGINEERING FEES	1,845.00	604		604-49590-303	1
				INVOICE TOTAL	1,845.00				
				VENDOR TOTAL	1,845.00				
011917	1	1/19/17	1/19/17	2438 SCOTT SCHAKE AMB-NATIONAL REGISTRY LI	15.00	201		201-44100-180	1
				INVOICE TOTAL	15.00				
				VENDOR TOTAL	15.00				
3205517	1	1/19/17	1/19/17	3048 SPEE-DEE DELIVERY SERVICE WT-REGULAR SHIPPING CHAR	9.08	601		601-49400-409	1
	2			SEW-REGULAR SHIPPING CHA	62.57	602		602-49450-409	1
				INVOICE TOTAL	71.65				
				VENDOR TOTAL	71.65				
011917	1	1/19/17	1/19/17	2543 DAN SPLONSKOWSKI AMB-NATIONAL REGISTRY LI	15.00	201		201-44100-180	1
				INVOICE TOTAL	15.00				
				VENDOR TOTAL	15.00				
011917	1	1/19/17	1/19/17	2741 THRIFTY WHITE DRUG AMB-GLUCOSE TEST STRIP	29.02	201		201-44100-217	1
				INVOICE TOTAL	29.02				
				VENDOR TOTAL	29.02				
33	1	1/19/17	1/19/17	2803 UPPER MN VALLEY RDC EDA-PRAIRIE WATERS	3,500.00	211		211-46500-490	1
				INVOICE TOTAL	3,500.00				
				VENDOR TOTAL	3,500.00				
011917	1	1/19/17	1/19/17	2830 VERIZON WIRELESS STR-CELL PHONE 12/16	66.73	101		101-43100-321	1
	2			WT-CELL PHONE 12/16	43.53	601		601-49400-321	1
	3			SEW-CELL PHONE 12/16	43.53	602		602-49450-321	1
	4			ELEC-CELL PHONE 12/16	87.35	604		604-49570-321	1
	5			AMB-CELL PHONE 12/16	22.69	201		201-44100-321	1
				INVOICE TOTAL	263.83				
				VENDOR TOTAL	263.83				
				BANK 1 - KLEIN/UNITED PR TOTAL	25,393.70				
				TOTAL MANUAL CHECKS	.00				
				TOTAL E-PAYMENTS	.00				
				TOTAL PURCH CARDS	.00				

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	25,393.70		
				GRAND TOTALS	25,393.70		