

CITY OF MADISON
AGENDA AND NOTICE OF MEETING

Regular Meeting of the City Council – **5:00 PM.**

Monday, February 13, 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 23, 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. Cash and Investment Balance – January 2017 - receive | Page 5 |
| B. Computer Commuter – January 2017 - receive | Page 6 |
| C. Water Plant Monthly Report – January 2017 - receive | Page 8 |
| D. MEDA Regular Meeting Minutes – January 2017 – receive | Page 9 |
| E. MEDA Loan Note Status – January 2017 – receive | Page 12 |
| F. Revenue/Expense Report – January 2017 – receive | Page 13 |
| G. LqP EDA Operations Report – receive | Page 17 |
| H. Hazardous Building Committee Report | Page 19 |
| I. Treasurer Investment Ratification – January 2017 – receive | Page 20 |
| J. Media Com Franchise Fee – 2016 – receive | Page 21 |

A 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)
Page 24
- B. Bolton and Menk Invoices – Grant Writing, Wastewater Treatment Facility.
A DISCUSSION and MOTION may be in order. (Manager, Council)
- C. LqP Sheriff Report – Sheriff Lou Sager. A DISCUSSION may be in order. (Manager, Council)

- Page 35
- D. MN Department of Transportation District 8 Speed Study Results. A DISCUSSION may be in order. (Manager, Council)
- Page 36
- E. Approval of City Financial Commitment to Small Cities Grant Program – Dan Popowski. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 37
- F. Accept DSI Proposal for Small Cities Development Program Grant Award Administrator – Dan Popowski. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 43
- G. Resolution 17-17 Local Government Application Resolution – Small Cities Development Program Grant – Dan Popowski. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 44
- H. Resolution 17-18 Finding a Parcel to be Occupied by Structurally Substandard Buildings. A DISCUSSION and MOTION may be in order. (Manager, Council, Attorney)
- Page 94
- I. LMCIT Waiver of Liability. A DISCUSSION and MOTION may be in order. (Manager, Council)
- J. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

- Government Committee meeting– February 17, 2017 11am
- Planning and Zoning Public Hearing – February 23, 2017 noon

8. MAYOR/COUNCIL REPORTS (Mayor/Council)

9. AUDITING CLAIMS

Page 95

A copy of the Schedule Payment Report of bills submitted January 23, 2017 through February 13, 2017 is attached for approval for Check No. 54066 through Check No. 54133. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
JANUARY 23, 2017**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Thole on Monday, January 23, 2017, at 5:05 p.m. in Council Chambers at City Hall. Councilmembers present were: Tim Volk, Mayor Greg Thole, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present were: City Manager Val Halvorson, City Attorney Rick Stulz (arrived at 5:25 p.m.), and City Clerk Kathleen Weber.

AGENDA

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

MINUTES

Upon motion by Volk, seconded by Conroy and carried, minutes of the January 9, 2017, meeting were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

None.

CONSENT AGENDA

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

CITY ENGINEER'S REPORT

Wastewater Treatment Plant Improvement Project: City Engineer Phil DeSchepper informed Council that he had done a walk-through at the Wastewater Treatment Plant and just a few items remain to be completed. The project should be 100% complete by the March council meeting. Council requested a tour at 4:30 p.m. on March 27th, 2017, prior to their regular meeting.

COUNTY COMMISSIONER REPRESENTATIVE

At this time, John Maatz approached Council to remind them that he is the City of Madison's representative on the Lac qui Parle County Board of Commissioners, and that he is willing to attend any council meetings as requested. He noted that the County will be discussing the proposed redevelopment of a section of commercial property on 6th Avenue in Madison, which will be referred to as "Block 48" for future reference. Another matter of concern has to do with solid waste management and the fact that the MN Pollution Control Agency is not issuing any permits. The LqP County Demolition Landfill is getting filled up and an alternate location would need to be found.

MADISON AMBULANCE SERVICE – LUCAS 2 DEVICE

Scott Schake, Dan Splonskowski, and Brittney Engesmoe of the Madison Ambulance Service demonstrated use of the Lucas 2 device which is a machine that can be set to automatically perform CPR. The Lucas 2 is a \$17,000 piece of equipment that the Madison Ambulance Service and the Madison Hospital both received a grant for.

(Rick Stulz arrived at 5:25 p.m.)

Scott Schake discussed with Council the need to purchase a new ambulance. The current rig is 10 years old and the Ambulance Service has established a 10 year rotation. He noted that the number of runs for the Madison Ambulance Service has increased with the dissolution of the Marietta Ambulance Service. He noted that over the past four months, one of the ambulances has intermittently had trouble starting which is cause for concern. City Manager indicated that the Ambulance Department does have some funds set aside in the Reserve Fund for an ambulance purchase.

CITY COUNCIL CHECKLIST

Council reviewed the City Council Checklist and noted that not much will be happening until spring.

SUMP PUMP ORDINANCE NO. 377

Upon motion by Zahrbock, seconded by Conroy and carried, **ORDINANCE NO. 377**, titled “An Ordinance Amending Certain Groundwater (Sump Pump) Connections” and its summary were adopted. This ordinance would revise the City’s existing ground water ordinance to allow residents to discharge their clean ground water into the City’s sanitary sewer system during cold weather months between November 15th and April 15th. The ordinance establishes a permit process and allows City Council to set permit fees and fines from time to time.

FEES RESOLUTION

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 17-12**, titled “Resolution establishing a Fee Schedule Pursuant to Section 34.01 of the Madison Code of Ordinances for the Year 2017” was adopted. This resolution establishes fees for 2017 and includes an updated ambulance rates and code enforcement fines. A complete copy of Resolution 17-12 is contained in City Clerk’s Book #8.

2017 FIRE DEPARTMENT OFFICERS

Upon motion by Volk, seconded by Meyer and carried, **RESOLUTION 17-13** titled “Appointment of Fire Service Officers for 2017” was adopted. This resolution would provide for the following appointments:

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

A complete copy of Resolution 17-13 is contained in City Clerk’s Book #8.

TAX INCREMENT FINANCING DISTRICT NO. 2 INTERFUND LOAN

Upon motion by Conroy, seconded by Thole and carried, **RESOLUTION 17-15** titled “Resolution Authorizing an Interfund Loan for Advance of Certain Costs in Connection with Tax Increment Financing District No. 2” was adopted. This resolution would give the City the ability to reimburse its General Fund and/or Reserve Fund with Tax Increment Financing dollars if used on redevelopment of Block 48. A complete copy of Resolution 17-15 is contained in City Clerk’s Book #8.

BLOCK 48 PURCHASE AGREEMENTS AND PROPOSALS

Council discussed the proposed purchase of property owned by Rachel Harrison, Richard Larson, and Duane and Susan Haugen located in Block 48 on the south end of 6th Avenue. If the City were to obtain ownership of these properties, demolition and ground restoration could take place in order to market the block as a development opportunity and improve the entrance to the City’s Main Street. Council reviewed a chart of estimated costs for the proposed project; and upon motion by Meyer, seconded by Zahrbock and carried, Council approved three purchase agreements between the City of Madison and the above-mentioned property owners and accepted the proposal from Monnens Excavation for demolition and Advanced Health Safety and Security for asbestos removal.

DEPUTY CITY CLERK/TREASURER

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 17-16** titled “Establishing Assignment of Salaries – Deputy City Clerk/Treasurer” was adopted. This resolution would provide for the assignment of wages for the full-time Deputy City Clerk/Treasurer to Range 8, Step A on the City’s salary schedule. Council was informed that Angela Amland has accepted the position and will start on February 6, 2017. A complete copy of Resolution 17-16 is contained in City Clerk’s Book #8.

PUBLIC HEARING – BUSINESS SUBSIDY POLICY AND CRITERIA

Mayor Thole opened a public hearing in regard to the proposed adoption of new policy and criteria for granting business subsidies. This policy and criteria would be used as a guide when receiving requests or applications for business assistance. The assistance could be in the form of a loan, grant, tax abatement, and tax increment financing, among other option. No one was in attendance for the public hearing. After further discussion, upon motion by Conroy, seconded by Thole and carried, **RESOLUTION 17-14** titled “Resolution Adopting a Policy and Criteria for the Granting of Business Subsidies” was adopted. A complete copy of Resolution 17-14 is contained in City Clerk’s Book #8. The public hearing was closed at 6:07 p.m.

CITY MANAGER’S REPORT

City Manager Halvorson informed Council that she will be attending an Ehlers & Associates seminar in regard to tax increment financing, bonds, and community development to be held February 2-3, 2017.

City Manager Halvorson reminded Council of the Community Collaboration meeting being held on Tuesday, January 31st at the Madison VFW at 5:30 p.m. She noted that the city will be promoting the meeting to encourage good attendance and public input.

City Manager Halvorson informed Council that the new librarian at the Madison Public Library will start March 1, 2017.

MAYOR/COUNCIL REPORTS

None.

DISBURSEMENTS

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between January 10 and January 23, 2017. These disbursements include United Prairie Check Nos. 53976-54050.

There being no further business, meeting adjourned at 6:15 p.m.

Greg Thole – Mayor

ATTEST:

Kathleen Weber – City Clerk

Cash and Investment Balances

Date: Jan 31, 2017

Fund	Acct No.	Cash Balance	Acct No.	KleinBank MM	Acct No.	First Empire	Acct Number	Cetera	
General Fund	101-10100	\$ 565,841.58	101-10107	\$ 253,690.17	101-10111	\$ 100,000.00	101-10112	\$ -	\$ 919,531.75
Ambulance Fund	201-10100	\$ 46,651.58	201-10107	\$ -	201-10111	\$ -	201-10112	\$ 200,000.00	\$ 246,651.58
EDA Fund	211-10100	\$ 40,788.32	211-10107	\$ -	211-10111	\$ -	211-10112	\$ -	\$ 40,788.32
1998 Storm Sewer	305-10100	\$ 19,923.76	305-10107	\$ -	305-10111	\$ 99,000.00	305-10112	\$ -	\$ 118,923.76
2009 GO Temp. Imp.	308-10100	\$ 3,400.59	308-10107	\$ -	308-10111	\$ -	308-10112	\$ -	\$ 3,400.59
Inf. Replace. DS	350-10100	\$ (110,372.23)	350-10107	\$ -	350-10111	\$ -	350-10112	\$ -	\$ (110,372.23)
2015 GO Refunding	351-10100	\$ 18,220.98	351-10107	\$ -	351-10111	\$ -	351-10112	\$ -	\$ 18,220.98
2016 GO Ref/Wt Rev	353-10100	\$ 1,159.40	353-10107	\$ -	353-10111	\$ -	353-10112	\$ -	\$ 1,159.40
WWTP Project	402-10100	\$ (159,707.24)	402-10107	\$ -	402-10111	\$ -	402-10112	\$ -	\$ (159,707.24)
Water Tower Proj	403-10100	\$ 11,805.99	403-10107	\$ -	403-10111	\$ -	403-10112	\$ -	\$ 11,805.99
Water Fund	601-10100	\$ 61,569.94	601-10107	\$ -	601-10111	\$ -	601-10112	\$ -	\$ 61,569.94
Sewer Fund	602-10100	\$ 127,495.68	602-10107	\$ -	602-10111	\$ 400,000.00	602-10112	\$ -	\$ 527,495.68
Sanitation Fund	603-10100	\$ 129,224.81	603-10107	\$ -	603-10111	\$ -	603-10112	\$ -	\$ 129,224.81
Electric Fund	604-10100	\$ 382,692.92	604-10107	\$ -	604-10111	\$ 1,800,000.00	604-10112	\$ -	\$ 2,182,692.92
Storm Sewer Fund	605-10100	\$ 637.05	605-10107	\$ -	605-10111	\$ -	605-10112	\$ -	\$ 637.05
Liquor Fund	609-10100	\$ 63,737.60	609-10107	\$ -	609-10111	\$ -	609-10112	\$ -	\$ 63,737.60
Eastview Fund	614-10100	\$ (19,452.27)	614-10107	\$ -	614-10111	\$ 100,000.00	614-10112	\$ -	\$ 80,547.73
Reserve Fund	851-10100	\$ 381,172.69	851-10107	\$ -	851-10111	\$ -	851-10112	\$ 400,000.00	\$ 781,172.69
		\$ 1,564,791.15		\$ 253,690.17		\$ 2,499,000.00		\$ 600,000.00	\$ 4,917,481.32
SCDP Rev Loan	202-10103	\$ 62,528.24		\$ -		\$ -		\$ -	\$ 62,528.24
EDA Rev Loan Fund	212-10105	\$ 158,969.79		\$ -		\$ -		\$ -	\$ 158,969.79
EDA Dwn Pay Fund	213-10105	\$ 0.68		\$ -		\$ -		\$ -	\$ 0.68
Select Account	850-10102	\$ 4,640.98		\$ -		\$ -		\$ -	4640.98
Grand Total Cash and Investments									\$ 5,143,621.01

Kathy Weber

From: Mary Quick <mary.quick@lqpco.com>
Sent: Wednesday, February 01, 2017 9:08 AM
To: City of Bellingham; Boyd; Madison; Dawson; Marietta; Nassau
Subject: Computer Commuter Update
Attachments: Jan 2017.xls

Please find attached the community totals for January.

*The Computer Commuter did not run Tuesday, January 10 due to inclement weather and both schools cancelled, nor did we run January 11 as I had a root canal. We also didn't run January 23 - 25 as I was out of town. I do have another upcoming, non-operating week February 27 - March 1.

*40 people came on board the Computer Commuter this month. My absences, cold weather and many of our users are snow birds have caused the low attendance number.

Number of personal devices brought onto the bus with requests for help:

Laptops: 7
Tablets: 6
Smart phones: 2
USB: 3

Just a reminder, the bus follows local school closings and early dismissals due to inclement weather.

*Please contact me if you have questions or concerns. Thank you for your continued support!

Mary Quick
LqP Computer Commuter Coordinator

January 2017

Town	2-Jan	9-Jan	16-Jan	23-Jan	30-Jan	Total
Bellingham	0	Cancelled	1	Not Running	0	1
Boyd	5	Cancelled	4	Not Running		9
Dawson	3	Cancelled	3	Not Running		6
Madison	1	4	1	Not Running	3	9
Marietta	2	1	3	Not Running	2	8
Nassau	2	Cancelled	3	Not Running	2	7
Total	13	5	15	0	7	40

Water Plant Monthly Report

Year: 2017

		January	February	March	April	May	June	July	August	September	October	November	December	Year End Total
Aqua Hawk	Used (gal)	21												21
	Cost	\$178.29												\$178.29
KMNo4	Used (lbs)	178												178
	Cost	\$1,238.82												\$1,238.82
Anti Scalant	Used (gal)	30												30
	Cost	\$1,449.00												\$1,449.00
Poli-phosphate	Used (gal)	50												50
	Cost	\$634.00												\$634.00
Chlorine	Used (lbs)	101												101
	Cost	\$95.95												\$95.95
Nalco 7768 Polymer	Used (gal)	2												2
	Cost	\$54.07												\$54.07
Flouride	Used (gal)	17												17
	Cost	\$86.34												\$86.34
Sodium meti-Bisulfate	Used (lbs)	9												9
	Cost	\$12.69												\$12.69
R _o O _u Pre-Filters	Used (case)	1												1
	Cost	\$237.95												\$237.95
RO Cleaner P 703 low Ph	Used	0												0
	Cost	\$0.00												\$0.00
Sodium Hydroxide	Used (gal)	0												0
	Cost	\$0.00												\$0.00
RO Cleaner p111 High Ph	Used (lbs)	0												0
	Cost	\$0.00												\$0.00
Caustic Soda 50% & 30%	Used (gal)	82												82
	Cost	\$700.28												\$700.28
Hydrachloric Acid 31%	Used (gal)	0												0
	Cost	\$0.00												\$0.00

Well gal Pumped	x1000	4605												4605
Hi service gal, pumped	x1000	3265												3265
Gallons to Waste	x1000	1026												1026
RC membrane gal pumped	x1000	3470												3470
Backwash gal pumped	x1000	455												455
w. p water meter gallons	Actual	184900												184900
Treated accounted gal	Actual	18000												18000
Soft Water gal sold	Actual	0												0
Baseball Field well gal pumped	Actual	0												0

**CITY OF MADISON
MINUTES OF THE
MADISON ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
Tuesday, January 3, 2017 - 5:00 p.m.**

Pursuant to due call and notice thereof, the regular meeting of the Madison Economic Development Authority was conducted at 5:00 p.m. on Tuesday, January 3, 2017 at the Madison Municipal Building.

Members in attendance: Commissioners Dave Amundson, Greg Monson, Maynard Meyer (arrived 5:30 p.m.) Dean Solem, Greg Thole, Scott Wanner, Jim Connor (arrived at 5:15 p.m.) Members Absent: None

Also in attendance were: City Manager Val Halvorson, EDA Recording Secretary Sue Volk, County EDA Director PJ Ellingson, Peter Haugen, and Dale Monnens. Eric Mosenden arrived 5:45 p.m.

President Amundson called the meeting to order at 5:05 p.m.

APPROVAL OF AGENDA

Upon motion by Thole, seconded by Solem and carried, the agenda was approved with addition - I. TIF timeline. All agenda items are hereby placed on the table for discussion.

ANNUAL MEETING

Upon motion by Monson, seconded by Thole and carried to nominate Dave Amundson as President for 2017.

Upon motion by Thole, seconded by Meyer and carried to cast a unanimous ballot of officers. Vice-President: Scott Wanner, Secretary: Maynard Meyer, Assistant Secretary recording secretary/city clerk, and Treasurer: Greg Monson, Assistant Treasurer (city treasurer/deputy treasurer).

Upon Motion by Thole, seconded by Solem and carried the meeting date, time and location as the first Monday of every other month at 5:00 p.m. at Madison Municipal Building Auditorium. (January, March, May, July, September, November)

Upon Motion by Thole, seconded by Wanner and carried to designate the Western Guard as official newspaper.

Upon motion by Thole, seconded by Wanner and carried to designate Klein Bank and United Prairie Bank as official depositories.

Upon motion by Monson, seconded by Solem and carried to designate Swenson, Nelson and Stulz as official legal counsel.

Upon Motion by Thole, seconded by Monson and carried the following EDA Committee Assignments were approved:

Finance/Loan committee: Monson, Solem, City Attorney Rick Stulz,

Industrial/Retail committee: Amundson, Meyer, Wanner, Connor

Housing/Residential committee: Wanner, Thole

APPROVAL OF MINUTES

Upon motion by Thole, seconded by Solem and carried the minutes of the regular November 7, 2016 meetings were approved.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

HAUGEN INSURANCE

Peter Haugen, Haugen Insurance, met with the Commissioners regarding concerns of the demolition of block on 6th Avenue which includes their present building. Peter Haugen was considering options of rebuilding in same location which would include an apartment and rental space. Rough estimates came in a lot higher than he had anticipated. Commissioners suggested some funding sources that might be available. Peter Haugen also commented that he might consider building at a new location or research other options. The matter was referred to the Industrial Committee to continue follow-up discussion with Peter Haugen.

Peter Haugen left the meeting.

MONNENS/MOSENDEN

Dale Monnens met with the commissioners to discuss the changes that he has made at Cast Foundry that he recently purchased. Mr. Monnens shared that Eric Mosenden is in need of a shop for his Mtech Service and Repair and their agreement to rent out portion of the building to Mtech. Mr. Monnens explained that approximately \$15,000 of upfront money is needed to get that portion of the building usable. Mr. Monnens would then rent that space to Mr. Mosenden for \$600/month. Eris Mosenden stated that he has turned away work due to the fact that he doesn't have an indoor garage and he would pay the upfront costs incurred by Monnens if loan dollars became available. After continued discussion motion made by Monson, seconded by Connor and carried to add up to \$14,400 to MEDA loan MGD#1008, Mtech Service and Repair and re-amortize loan.

Mr. Mosenden and Mr. Monnens left the meeting at 6:15 p.m.

CONSENT AGENDA

The Commissioners reviewed the MEDA Eastview Apartments Financial Summary and Bills for November and December 2016, MEDA Revenue/Expense Report for October 2016, Balance Sheets for October 2016, and the MEDA Loan Fund Note Status Reports for November 2016.

Pedestrian Studies invoice #4 for \$934.23 was presented. Total billed through current invoice totaled \$4,675.23. Downtown Madison map to improve downtown pedestrian experience and enticing highway users to explore downtown Madison was included in agenda.

Upon motion by Conner and seconded by Wanner and carried the consent agenda was approved.

INDEPENDENT CONTRACTOR AGREEMENT

Independent Contractor Agreement between Madison Economic Development authority and Susan Volk was presented for review. Upon motion by Meyer, seconded by Monson and carried to approve contract from January 1, 2017 to December 31, 2017 as presented with no changes.

APARTMENT MANAGEMENT AGREEMENT

Agreement between Madison Economic Development authority and Dahle & Olson Realty of Madison for management services of Eastview Apartments was presented. Upon motion by Thole, seconded by Connor and carried (Monson abstained) to approve contract from January 1, 2017 to December 31, 2017 as presented with no changes.

APPROVAL OF LOAN/GRANT AGREEMENT – PANTRY CAFÉ

Development Grant/Loan Agreement between Madison Economic Development Authorize and Randy Arends, Pantry Café was presented. Total agreement approved \$11,110.78. Project costs allocated as 1/3 owner, 1/3 MEDA Loan, 1/3 MEDA Grant. Upon motion by Connor, seconded by Meyer and carried the loan/grant agreement was approved as presented.

NOTE: Repairs needed due to damage caused by adjacent business building.

COMMUNITY MEETING DETAILS – JANUARY 31, 2017

City Manager Halvorson shared with the group a copy of the letter that was sent to several community members inviting them to a gathering to move Madison forward on Tuesday, January 31, 2017 at 5:30-7:00 p.m. at the VFW.

T.I.F. DISCUSSION

City Manager presented schedule of events for the modification to the development program for development of district #1 and the establishment of tax increment financing district 2.

NOTE: Harrison, Larson, Haugen block.

Upon motion by Connor, seconded by Wanner and carried the Madison Economic Development Authority moved to request to the Madison City Council to call for a public hearing on the establishment of Tax Increment Financing District No. 2.

OTHER

Update was received on Small Cities Development Grant and Lou's Lodge

Upon motion by Connor seconded by Wanner and carried, the meeting adjourned at 7:00 p.m.

Dave Amundson, EDA President

ATTEST:

Sue Volk, EDA Recording Secretary

**CITY OF MADISON
MADISON ECONOMIC DEVELOPMENT AUTHORITY LOAN FUND
NOTE STATUS REPORT**

January 31, 2017

MEDA LOANS (REVOLVING LOAN FUND)

LOAN NAME	NOTE #	FINAL MATURITY	ORIG LOAN Amount	MONTHLY PAYMENT	DAY DELINQ	AMOUNT DELINQ	BALANCE
Natalie Collom	MGD#1009	12/01/16	\$10,000.00	\$142.08	61	\$142.08	\$10,000.00
Mtech Service & Repair L	MGD#1008		\$15,000.00	\$283.07			\$7,125.35
LQP Racing Assn.	MGD#71	09/15/10	\$25,000.00	A-\$5,934.91	2 1/2 yrs	\$3,147.09	\$3,147.09
Ronold Sorenson	MGD#1007		\$25,000.00				\$25,000.00
Ron & JoAnn Sorenson	MGD#69	06/01/13	\$70,000.00	\$371.00	212	\$2,226.00	\$36,316.54
Mark Siegert	Dev Agreemnt	10/01/17	\$3,686.00	1st Stage 2 yrs 2nd Stage 5 yrs	10/1/2014 10/1/2017		
Susana C. Wittnebel	MGD#1010	10/15/23	\$2,500.00	tax assessmer			\$2,500.00
Pantry Café	MGD#1011	12/01/19	\$3,703.59	\$110.75			\$3,504.98
TOTAL MEDA LOANS (REVOLVING LOAN FUND)						\$5,515.17	\$87,593.96

MEDA DWM PAY LOANS (CITY)

TOTAL MEDA DWN PAY LOANS (CITY)	\$0.00	\$0.00
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MEDA DWM PAY LOANS (STATE)

	\$0.00	\$0.00
TOTAL MEDA DWN PAY LOANS (STATE)	\$0.00	\$0.00

TOTAL DELINQUENCIES \$5,515.17

FUND BALANCE AVAILABILITY

		DWN PAY LOANS (CITY)	DWM PAY LOANS (STATE)	TOTALS
Fund Balance	\$246,564.43	\$0.00	\$0.00	\$246,564.43
Less Loans Outstanding	\$87,593.96	\$0.00	\$0.00	\$87,593.96
Less Other Assets		\$0.00	\$0.00	\$0.00
Funds Available	\$158,970.47	\$0.00	\$0.00	\$158,970.47
TOTAL CHECKING & INVESTMENTS OR FUNDS AVAILABLE FOR LENDING				\$158,970.47

FUND BALANCE INCOME

January 2017 Interest	\$62.90
2017 YTD interest	\$62.90

REVENUE REPORT
CALENDAR 1/2017, FISCAL 1/2017

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	1,649,821.91	35,108.77	35,108.77	2.13	1,614,713.14
	AMBULANCE TOTAL	109,500.00	12,422.45	12,422.45	11.34	97,077.55
	SCDP GRANT REVOLVING LOAN TOTA	.00	768.49	768.49	.00	768.49-
	EDA TOTAL	33,279.94	7,500.00	7,500.00	22.54	25,779.94
	EDA REVOLVING LOAN FUND TOTAL	5,100.00	62.90	62.90	1.23	5,037.10
	'98 STORM SEWER DEBT SERV TOTA	850.00	99,941.25	99,941.25	1,757.79	99,091.25-
	2009 GO TEMP IMPROVE DEBT TOTA	11,082.50	1,011.90	1,011.90	9.13	10,070.60
	INFRA. REPLACE. DEBT SERV TOTA	508,445.55	2,091.56	2,091.56	.41	506,353.99
	2015 GO REFUNDING DS TOTAL	345,699.53	.00	.00	.00	345,699.53
	2016 GO REF/WT REV DS TOTAL	145,658.75	.00	.00	.00	145,658.75
	WATER TOTAL	517,700.00	38,597.47	38,597.47	7.46	479,102.53
	SEWER TOTAL	430,850.00	33,739.19	33,739.19	7.83	397,110.81
	SANITATION TOTAL	216,742.78	17,676.54	17,676.54	8.16	199,066.24
	ELECTRIC UTILITY TOTAL	1,458,900.00	141,669.78	141,669.78	9.71	1,317,230.22
	STORM SEWER TOTAL	143,600.00	12,161.75	12,161.75	8.47	131,438.25
	LIQUOR TOTAL	418,500.00	28,597.88	28,597.88	6.83	389,902.12
	EASTVIEW APARTMENTS TOTAL	156,000.00	2,809.29	2,809.29	1.80	153,190.71

REVENUE REPORT
CALENDAR 1/2017, FISCAL 1/2017

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	RESERVE TOTAL	178,402.04	717.00	717.00	.40	177,685.04
	REVENUE BY FUND SUMMARY	=====	=====	=====	=====	=====
		6,330,133.00	434,876.22	434,876.22	6.87	5,895,256.78
		=====	=====	=====	=====	=====

BUDGET REPORT
CALENDAR 1/2017, FISCAL 1/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	1,649,821.93	43,269.51	43,269.51	2.62	1,606,552.42
	AMBULANCE TOTAL	107,823.00	5,162.37	5,162.37	4.79	102,660.63
	SCDP GRANT REVOLVING LOAN TOTA	.00	369.16	369.16	.00	369.16-
	EDA TOTAL	33,180.00	3,500.00	3,500.00	10.55	29,680.00
	EDA REVOLVING LOAN FUND TOTAL	200.00	.00	.00	.00	200.00
	'98 STORM SEWER DEBT SERV TOTA	1,055,850.00	1,154,941.25	1,154,941.25	109.38	99,091.25-
	2009 GO TEMP IMPROVE DEBT TOTA	11,082.50	.00	.00	.00	11,082.50
	INFRA. REPLACE. DEBT SERV TOTA	476,042.11	334,841.25	334,841.25	70.34	141,200.86
	2015 GO REFUNDING DS TOTAL	339,820.00	.00	.00	.00	339,820.00
	2016 GO REF/WT REV DS TOTAL	146,483.50	.00	.00	.00	146,483.50
	WWTP PROJECT FUND TOTAL	.00	1,954.00	1,954.00	.00	1,954.00-
	WATER TOTAL	703,144.19	30,970.75	30,970.75	4.40	672,173.44
	SEWER TOTAL	579,618.37	29,043.75	29,043.75	5.01	550,574.62
	SANITATION TOTAL	216,688.95	1,871.78	1,871.78	.86	214,817.17
	ELECTRIC UTILITY TOTAL	1,315,293.24	119,967.93	119,967.93	9.12	1,195,325.31
	STORM SEWER TOTAL	232,679.95	108,612.28	108,612.28	46.68	124,067.67
	LIQUOR TOTAL	422,511.82	19,138.43	19,138.43	4.53	403,373.39

BUDGET REPORT

CALENDAR 1/2017, FISCAL 1/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EASTVIEW APARTMENTS TOTAL	192,648.49	86,382.81	86,382.81	44.84	106,265.68
	RESERVE TOTAL	11,700.00	.00	.00	.00	11,700.00
	EXPENSES BY FUND SUMMARY	=====	=====	=====	=====	=====
		7,494,588.05	1,940,025.27	1,940,025.27	25.89	5,554,562.78
		=====	=====	=====	=====	=====



Operations Report Mid-December 2016 to Mid-January 2017

Submitted by Pamela J. Ellison

Drop in visits with Business Owners

- Kennedy's Bakery
- Met with Culligan
- Hardware Hank
- Fisher Furniture
- Met with Paul Schwendeman and took a tour of his new building on HWY 75.
- Checked in on the Madison Legion Building project.
- Becky Mortenson from Prairie Five Clothing Room
- Went to Mary Homan's Retirement Party after work. Mary worked for the environmental office in the Courthouse.
- Attended both Madison and Dawson Chamber Meetings
- Attended a Madison City EDA meeting and a follow up team meeting for the Madison Community Meeting slated for January 31st. The event will be held at the Madison VFW from 5:30 -7:30pm on January 31st.
- Worked from home office on January 10th, for a day of much needed research on the internet on follow up business issues. Blizzard conditions prevailed and LQP Valley Schools closed.
- Attended the Dawson Development annual meeting
- Met with Laura Ostlie at UMVRDC to discuss upcoming RLF presentation to the County EDA Board.

- Yesterday, January 17th Ann Treacy did an all-day training with County, City and Rural Solutions staff to learn about how to update, maintain and edit WordPress for their web pages.
- Heading out to the Winter EDAM meeting in Brooklyn Park today. I will be there for the conference until the end of the day Friday.

LAC QUI PARLE COUNTY ATTORNEY

Richard G. Stulz, County Attorney
Rebecca A. Trapp, Asst. County Attorney
Denise Loy, Tri-County Victim Director



214 Sixth Avenue
Madison, Minnesota 56256
Telephone (320) 598-7578
FAX (320) 598-3701
E-mail swennels@frontiernet.net

HAZARDOUS BUILDING COMMITTEE REPORT

The committee met January 24, 2017. Present were Commissioners Brehmer and Maatz, County Attorney Stulz, and city managers Val Halvorson and Tami Schuelke-Sampson. The committee reviewed and discussed the current demolition policies for both the county and city, the history, the purpose and benefits of the policies, as well as recommendations moving forward. Everyone felt the partnership between city/county was beneficial to our communities as a whole.

The following were the recommendations/suggestions of the committee:

1. Adjoining Property Demolition- no significant changes to this policy. Continue the current policy of county match of city funds up to city contribution with cap of 75% of the balance of demolition costs. Owner will have a minimum 10% of the cost and city/county contributions will be adjusted accordingly. Must be adjoining property and combined as one tax parcel when done. Others can certainly contribute but the property must be combined at the end. Must be purchased for purposes of demolition- if used for storage, rent out, live in, etc. no longer applies. And finally, it is a reimbursement policy. We do not want to be involved in paying contractors directly.

If there are hazardous materials – siding, tile, asbestos, etc. (not personal property)- the consensus of the Committee was to apply the same match policy up to similar limits. Any project that had significant clean-up costs would be reviewed on a case by case basis. *Item for discussion.*

2. Hazardous Buildings- no changes to the policy. City/County share 50/50 of properties declared to be hazardous and delinquent on taxes and follow statutory process in obtaining judgment against the owner.

3. Hazardous/Redevelopment Properties: Example- Block 48 in Madison. The city acquires ownership of dilapidated properties for purposes of cleaning up and possibly redevelopment of the area. The Committee's suggestion would be to look at a 2/3 city and 1/3 county cost share on total demolition costs (excluding acquisition fees). City benefits from taking control of the property/ownership. County still benefits by not ending up with dilapidated buildings following tax forfeiture. *Item for discussion.*

MEDIACOM COMMUNICATIONS CORP.

SUBSIDIARY DISBURSEMENT

1 MEDIACOM WAY
MEDIACOM PARK, NY 10918JPMORGAN CHASE BANK, N.A.
SYRACUSE, NEW YORK
50-937/213CHECK
NUMBER

678838

PAY

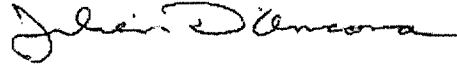
DATE
Jan 20,2017

\$ *****15,615.25

Fifteen Thousand Six Hundred Fifteen Dollars And Twenty-Five Cents*****

TO THE
ORDER
OFCity of Madison (MN)
404 6th Ave
Madison, MN 56256

VOID AFTER 90 DAYS



AUTHORIZED SIGNATURE

⑈678838⑈ ⑆021309379⑆ 6301518126509⑈

678838

City of Madison (MN)- 1-MADISON

Jan 20,2017

Check No. 678838

Document
Number

FF A 805 DEC-16

Document
Date

Dec 31,2016

Invoice Amount

15,615.25

Discount Taken

0.00

Net Payment

15,615.25

Mediacom Communications Corporation
One Mediacom Way
Mediacom Park, NY 10918

STATEMENT OF FRANCHISE FEE PAYMENT

Statement Period: Jan 1, 2016 to Dec 31, 2016

Statement Date: January 13, 2017

City of Madison (MN)
404 6th Ave
Madison, MN 56256



Payment Item	Base Amount	Rate	Payment Amount
Advertising Revenues	\$7,358.46	0.05	\$367.92
Bad Debt Offset	(\$5,221.75)	0.05	(\$261.08)
Basic Service	\$115,642.31	0.05	\$5,782.12
Bulk Revenue	\$41,073.92	0.05	\$2,053.70
Digital Service Tier	\$9,967.53	0.05	\$498.39
Equipment Rental	\$22,714.08	0.05	\$1,135.70
Expanded Basic Service	\$89,021.56	0.05	\$4,451.09
Home Shopping Commissions	\$835.13	0.05	\$41.76
Installation	\$3,075.27	0.05	\$153.77
Late Payment Handling Fees	\$5,194.00	0.05	\$259.70
Misc Revenue	\$232.01	0.05	\$11.60
Pay-per-View	\$2,157.21	0.05	\$107.86
Premium Services	\$18,032.15	0.05	\$901.62
VOD Service	\$62.21	0.05	\$3.11
Wire Maintenance	\$2,159.83	0.05	\$107.99
Total Payment			\$15,615.25

Mediacom Contact: Theresa Sunde 507-837-4878 tsunde@mediacomcc.com

CITY COUNCIL CHECKLIST

2/10/2017

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 District Maintenance Fund	11/23/2015	Zahrbock	CM	Dismissed	ongoing
Sump Pumps	8/22/2016	Thole	CM, PW	Ordinance approved and notices mailed to homes	ongoing
Prairie Arts Center Steps	2/8/2016	Thole	CM	No work at this time for 2016	ongoing
Prairie 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 acknowledgment	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
Broadband Exploration	4/1/2016	Meyer	CM, committee	Report received, meeting with CTC 3/2/17	ongoing



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

February 7, 2017

Honorable Mayor Thole,
Members of the City Council and City Manager, Val Halvorson
City of Madison
404 6th Avenue
Madison, MN 56256

Re: 2017 Grant Writing
Madison, Minnesota
BMI Project No: W14.112959

Dear Mayor, Council and Manager:

Please find the enclosed invoice from Bolton & Menk, Inc. for engineering services for the above referenced project.

I recommend total payment be made in the amount of \$1,187.50. If you have questions regarding any of the above, please feel free to call me at 320-231-3956.

Sincerely,

BOLTON & MENK, INC.

Phillip DeSchepper, P.E.
City Engineer

Enclosures



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
 1960 Premier Drive | Mankato, MN 56001-5900
 507-625-4171 | 507-625-4177 (fax)
 www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



* 2 0 1 7 *



* 0 1 9 9 1 0 1 *



* W 1 4 . 1 1 2 9 5 9 *

City of Madison
 Val Halvorson, City Manager
 City Hall
 404 6th Avenue
 Madison, MN 56256-1237

January 19, 2017

Project No: W14.112959

Invoice No: 0199101

Madison/2017 Grant Writing**Professional Services**

	Hours	Amount	
Clerical	.50	37.50	
Project Design Engineer	10.00	1,150.00	
Totals	10.50	1,187.50	
Total Labor			1,187.50
Total this Invoice			\$1,187.50

Notice: A finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

February 7, 2017

Honorable Mayor Thole,
Members of the City Council and City Manager, Val Halvorson
City of Madison
404 6th Avenue
Madison, MN 56256

Re: Wastewater Treatment Facility Improvements
Madison, Minnesota
BMI Project No: W14.105781

Dear Mayor, Council and Manager:

Please find Pay Application No. 16 for the above referenced project. The pay application is based on work completed to date and the schedule of values provided by the contractor as required in the contract documents. At this time, we are recommending payment to KHC Construction, Inc. in the amount of \$50,880.92 and a reduction in total retainage to an amount of \$10,000.00.

Upon your approval and signature of the pay application we will request reimbursement through Clean Water Revolving Fund (CWRF) of Minnesota Public Facilities Authority. If you have questions regarding any of the above items, please feel free to call me at 320-231-3956.

Sincerely,

BOLTON & MENK, INC.

Phillip DeSchepper, P.E.
City Engineer

Enclosures

16

To (Owner): City of Madison, MN 404 6th Ave N, Madison, MN 56256	Application Period: February 3, 2017	Application Date: February 3, 2017
Project: Wastewater Treatment Facility Improvements 2355 241st Ave, Madison, MN 56256	Form (Contractor): KHC Construction, Inc., 703 Ontario Rd N, PO Box 450, Marshall, MN 56258	Via (Engineer): Bolton & Menk, Inc. 1960 Premier Drive, Mankato, MN 56001
	Contract: \$3,787,000	
Owner's Contract No.: W14.105781	Contractor's Project No.: 15-13	Engineer's Project No.: W14.105781

Application for Payment Change Order Summary

Approved Change Orders			
Number	Additions	Deductions	
1	\$ 82,648.80		
2	\$ -	Time Extension	
3	\$ 106,701.20		
TOTALS	\$ 189,350.00		\$0.00
NET CHANGE BY CHANGE ORDERS			\$189,350.00

- | | | | |
|--|-------|----|----------------|
| 1. ORIGINAL CONTRACT PRICE | | \$ | \$3,787,000.00 |
| 2. Net change by Change Orders | | \$ | \$189,350.00 |
| 3. CURRENT CONTRACT PRICE (Line 1 ± 2) | | \$ | \$3,976,350.00 |
| 4. TOTAL COMPLETED AND STORED TO DATE
(Column G on Progress Estimate) | | \$ | \$3,976,350.00 |
| 5. RETAINAGE: | | | |
| a. _____ % x \$ 3,976,350.00 work completed | | \$ | \$10,000.00 |
| b. _____ % x \$ - stored materials | | \$ | \$0.00 |
| c. Total Retainage (Line 5a + Line 5b) | | \$ | \$10,000.00 |
| 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c) | | \$ | \$3,966,350.00 |
| 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) | | \$ | \$3,915,469.08 |
| 8. AMOUNT DUE THIS APPLICATION | | \$ | \$50,880.92 |
| 9. BALANCE TO FINISH, PLUS RETAINAGE
(Column H on Progress Estimate + Line 5 above) | | \$ | \$10,000.00 |

Contractor's Certification

The undersigned Contractor certifies that: to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interest and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work

covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of:

(Line 8 or other - attach explanation of other amount)

is recommended by:

(Engineer)

(Date)

Payment of:

(Line 8 or other - attach explanation of other amount)

is approved by:

(Owner)

(Date)

Approved by:

Funding Agency (if applicable)

(Date)

Date: _____

Don. H. P. Hansen

APPLICATION NO. 16
 PERIOD TO: 02/03/2017
 APPLICATION DATE: 02/03/2017

MADISON, MN WASTEWATER TREATMENT FACILITY
 SCHEDULE OF VALUES

KHC Construction, Inc.
 703 Ontario RD N, PO Box 450
 Marshall, MN 56258

A	B	C	D	E	F	G	H	I	
WORK COMPLETED									
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS	THIS PERIOD	STORED MATERIAL	TOTAL COMPLETED & STORED	0%	BALANCE TO FINISH	RETAINAGE
	General Expenses \$8,333/Mo 12 Mos	100,000	100,000			100,000	100%	0	251
	Admin OH \$8,333/Mo 12 Mos	100,000	100,000			100,000	100%	0	251
	Bonds	40,091	40,091			40,091	100%	0	101
	Insurance	23,603	23,603			23,603	100%	0	59
02060	Demolition of Existing Wastewater Treatment Facilities								
	Labor	30,000	30,000			30,000	100%	0	75
	Subcontractor	10,000	10,000			10,000	100%	0	25
02100	Site Preparation								
	Subcontractor	10,000	10,000			10,000	100%	0	25
02140	Dewatering								
	Subcontractor	20,000	20,000			20,000	100%	0	50
02210	Finish Grading								
	Subcontractor	1,000	1,000			1,000	100%	0	3
02220	Excavating and Backfilling								
	Materials	75,000	75,000			75,000	100%	0	189
	Subcontractor	100,000	100,000			100,000	100%	0	251
02370	Temporary Erosion Control								
	Materials	2,500	2,500			2,500	100%	0	6
	Subcontractor	5,000	5,000			5,000	100%	0	13
02550	Site Utilities								
	Materials (Piping)	130,000	130,000			130,000	100%	0	327
	Materials (Manholes)	10,000	10,000			10,000	100%	0	25
	Materials (Rock)	15,000	15,000			15,000	100%	0	38
	Subcontractor	200,000	200,000			200,000	100%	0	503
-	Paving								
	Subcontractor	24,000	24,000			24,000	100%	0	60
02830	Chain Link Fence and Gates								
	Removal	5,000	5,000			5,000	100%	0	13
	Installation	5,000	5,000			5,000	100%	0	13
02920	Soil Preparation, Seeding & Sodding								
	Subcontractor	2,000	2,000			2,000	100%	0	5
	TOTAL THROUGH THIS PAGE	908,194	908,194	0	0	908,194	100%	0	2,284

APPLICATION NO. 16
 PERIOD TO: 02/03/2017
 APPLICATION DATE: 02/03/2017

MADISON, MN WASTEWATER TREATMENT FACILITY
 SCHEDULE OF VALUES

KHC Construction, Inc.
 703 Ontario RD N, PO Box 450
 Marshall, MN 56258

A	B	C	D	E	F	G	H	I
WORK COMPLETED								
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS	THIS PERIOD	STORED MATERIAL	TOTAL COMPLETED & STORED	0%	BALANCE TO FINISH
03100	Concrete Formwork							
	Materials	50,000	50,000			50,000	100%	0
	Labor	80,000	80,000			80,000	100%	0
03200	Concrete Reinforcement							
	Materials	100,000	100,000			100,000	100%	0
	Labor	100,000	100,000			100,000	100%	0
03300	Cast-In-Place Concrete							
	Materials 1200 CY @ \$150/CY	180,000	180,000			180,000	100%	0
	Labor 1200 CY @ \$200/CY	240,000	240,000			240,000	100%	0
04901	Masonry Restoration & Cleaning (Tuck-pointing)							
	Materials	10,000	10,000			10,000	100%	0
	Labor	10,000	10,000			10,000	100%	0
05100	Structural Metal							
	Materials	2,000	2,000			2,000	100%	0
	Labor	500	500			500	100%	0
05500	Miscellaneous Metal Work							
	Materials	6,000	6,000			6,000	100%	0
	Labor	1,000	1,000			1,000	100%	0
05520	Handrails and Railings							
	Materials	2,000	2,000			2,000	100%	0
	Labor	1,000	1,000			1,000	100%	0
06100	Rough Carpentry							
	Materials	1,000	1,000			1,000	100%	0
	Labor	1,000	1,000			1,000	100%	0
07900	Caulking & Sealants							
	Materials	500	500			500	100%	0
	Labor	500	500			500	100%	0
08110	Doors & Frames							
08700	Hardware							
	Materials	29,444	29,444			29,444	100%	0
	Labor	7,500	7,500			7,500	100%	0
08500	Windows							
08800	Glass & Glazing							
	Subcontractor	13,075	13,075			13,075	100%	0
	TOTAL THROUGH THIS PAGE	1,743,713	1,743,713	0	0	1,743,713	100%	0
								4,385

APPLICATION NO. 16
 PERIOD TO: 02/03/2017
 APPLICATION DATE: 02/03/2017

MADISON, MN WASTEWATER TREATMENT FACILITY
 SCHEDULE OF VALUES

KHC Construction, Inc.
 703 Ontario RD N, PO Box 450
 Marshall, MN 56258

A	B	C	D	E	F	G	H	I
WORK COMPLETED								
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS	THIS PERIOD	STORED MATERIAL	TOTAL COMPLETED & STORED	0%	RETAINAGE
09510	09510 - Suspended Acoustical Ceilings							
	Subcontractor	3,447	3,447			3,447	100%	0
09900	09900 - Wastewater Treatment Facility							
	Painting							
10250	Subcontractor	30,000	27,000	3,000		30,000	100%	0
	Safety Devices							75
	Materials	1,000	1,000			1,000	100%	0
	Labor	200	200			200	100%	0
10400	Identifying Devices							1
	Materials	100	100			100	100%	0
	Labor	100	100			100	100%	0
11280	Hydraulic Gates							0
	Materials	10,473	10,473			10,473	100%	0
	Labor	5,000	5,000			5,000	100%	0
11310	Centrifugal Wastewater Pumps							13
	Materials	37,500	37,500			37,500	100%	0
	Labor	5,000	5,000			5,000	100%	0
11311	Submersible Centrifugal Pumps							94
	Materials	36,560	36,560			36,560	100%	0
	Labor	3,000	3,000			3,000	100%	0
11315	Rotary Lobe Pump							8
	Materials	50,000	50,000			50,000	100%	0
	Labor	2,000	2,000			2,000	100%	0
11321	Grit Separation System							5
	Materials	24,967	24,967			24,967	100%	0
	Labor	1,000	1,000			1,000	100%	0
11335	Jet Mixing/Aeration System							63
	Materials	91,000	91,000			91,000	100%	0
	Labor	3,500	3,500			3,500	100%	0
11345	Chlorination & Dechlorination Equipment							9
	Materials	75,000	75,000			75,000	100%	0
	Labor	3,000	3,000			3,000	100%	0
11351	Clarifier Equipment - Suction Type							189
	Materials	105,000	105,000			105,000	100%	0
	Labor	10,000	10,000			10,000	100%	0
	TOTAL THROUGH THIS PAGE	2,241,560	2,238,560	3,000	0	2,241,560	100%	5,637

APPLICATION NO. 16
 PERIOD TO: 02/03/2017
 APPLICATION DATE: 02/03/2017

MADISON, MN WASTEWATER TREATMENT FACILITY
 SCHEDULE OF VALUES

KHC Construction, Inc.
 703 Ontario RD N, PO Box 450
 Marshall, MN 56258

A	B	C	D	E	F	G	H	I
WORK COMPLETED								
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS	THIS PERIOD	STORED MATERIAL	TOTAL COMPLETED & STORED	0%	BALANCE TO FINISH
11384	Rotary Drum Screen							
	Materials	69,000	69,000			69,000	100%	0
	Labor	2,000	2,000			2,000	100%	0
11385	Coarse Bubble Mixing System							
	Materials	14,000	14,000			14,000	100%	0
	Labor	5,000	5,000			5,000	100%	0
11386	Rapid Mixers							
	Materials	10,000	10,000			10,000	100%	0
	Labor	500	500			500	100%	0
11635	Automatic Sampler - Flow Through Type							
	Materials	15,000	15,000			15,000	100%	0
	Labor	250	250			250	100%	0
13126	Circular Tank Covers							
	Materials	287,000	287,000			287,000	100%	0
	Labor	20,000	20,000			20,000	100%	0
13852	Grating							
	Materials	6,000	6,000			6,000	100%	0
	Labor	1,500	1,500			1,500	100%	0
13900	Fiberglass Baffles & Weir Plates							
	Materials	11,720	11,720			11,720	100%	0
	Labor	7,000	7,000			7,000	100%	0
14620	Portable Hoist							
	Materials	1,000	1,000			1,000	100%	0
	Labor	500	500			500	100%	0
15060	Process Piping & Pipe Fittings							
	Materials	150,000	150,000			150,000	100%	0
	Labor	50,000	50,000			50,000	100%	0
15100	Valves							
	Materials	50,000	50,000			50,000	100%	0
	Labor	10,000	10,000			10,000	100%	0
15121	Expansion Compensation							
	Materials	1,000	1,000			1,000	100%	0
	Labor	250	250			250	100%	0
	TOTAL THROUGH THIS PAGE	2,953,280	2,950,280	3,000	0	2,953,280	100%	0
								7,427

MADISON, MN WASTEWATER TREATMENT FACILITY
SCHEDULE OF VALUES

KHC Construction, Inc.
703 Ontario RD N, PO Box 450
Marshall, MN 56258

A	B	C	D	E	F	G	H	I
WORK COMPLETED								
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS	THIS PERIOD	STORED MATERIAL	TOTAL COMPLETED & STORED	0%	RETAINAGE
15130	Gages							
	Materials	1,000	1,000			1,000	100%	0
	Labor	250	250			250	100%	0
15140	Supports and Anchors							
	Materials	1,500	1,500			1,500	100%	0
	Labor	250	250			250	100%	0
15250	Mechanical Insulation							
	Subcontractor	500	500			500	100%	0
15410	Plumbing Piping							
	Subcontractor	2,000	1,800	200		2,000	100%	0
15485	Natural Gas Piping Systems							
	Subcontractor	500	500			500	100%	0
15500	Heating, Ventilating, and Air Conditioning							
	Subcontractor	5,000	5,000			5,000	100%	0
15575	Gas Venting System							
	Subcontractor	2,000	2,000			2,000	100%	0
15620	Fuel Fired Heaters							
	Subcontractor	2,500	2,500			2,500	100%	0
15624	Direct Fired Make-Up Air Units							
	Subcontractor	10,000	10,000			10,000	100%	0
15780	Packaged Air Conditioners							
	Subcontractor	2,500	2,500			2,500	100%	0
15781	Packaged Rooftop Air Conditioning Units							
	Subcontractor	2,500	2,500			2,500	100%	0
15860	Centrifugal Fans							
	Subcontractor	15,000	15,000			15,000	100%	0
15865	HVAC Axial Fans							
	Subcontractor	5,000	5,000			5,000	100%	0
15870	Power Ventilators							
	Subcontractor	5,000	5,000			5,000	100%	0
15875	Roof Ventilators & Intakes							
	Subcontractor	1,000	1,000			1,000	100%	0
15880	Air Distribution							
	Subcontractor	5,000	5,000			5,000	100%	0
	TOTAL THROUGH THIS PAGE	3,014,780	3,011,580	3,200	0	3,014,780	100%	7,582

APPLICATION NO. 16
PERIOD TO: 02/03/2017
APPLICATION DATE: 02/03/2017

MADISON, MN WASTEWATER TREATMENT FACILITY
SCHEDULE OF VALUES

KHC Construction, Inc.
703 Ontario RD N, PO Box 450
Marshall, MN 56258

A	B	C	D	E	F	G	H	I
WORK COMPLETED								
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS	THIS PERIOD	STORED MATERIAL	TOTAL COMPLETED & STORED	0%	RETAINAGE
15910	Ductwork Accessories							
	Subcontractor	4,000	4,000			4,000	100%	0
15930	Air Terminal Units							10
	Subcontractor	1,000	1,000			1,000	100%	0
15950	HVAC Controls							3
	Subcontractor	500	500			500	100%	0
15993	Testing, Adjusting, and Balancing							1
	Subcontractor	250	250			250	100%	0
16050	Basic Materials and Methods							1
	Subcontractor	57,470	57,470			57,470	100%	0
16110	Conduit and Fittings							145
	Subcontractor	30,000	30,000			30,000	100%	0
16120	Wire and Cable							75
16130	Outlet Boxes							0
16131	Pull and Junction Boxes							0
	Subcontractor	25,000	25,000			25,000	100%	0
16140	Wiring Devices							63
	Subcontractor	2,000	2,000			2,000	100%	0
16150	Electric Motors							5
	Subcontractor	15,000	15,000			15,000	100%	0
16410	Power Factor Correction Capacitors							38
	Subcontractor	7,500	7,500			7,500	100%	0
16440	Disconnects							19
	Subcontractor	10,000	10,000			10,000	100%	0
16450	Grounding							25
	Subcontractor	5,000	5,000			5,000	100%	0
16460	Transformers							13
	Subcontractor	7,500	7,500			7,500	100%	0
16470	Panelboards							19
	Subcontractor	12,000	12,000			12,000	100%	0
16475	Overcurrent Protective Devices							30
16480	Motor Control Center							
	Subcontractor	75,000	75,000			75,000	100%	0
16481	Motor Starters and Equipment							189
	Subcontractor	20,000	20,000			20,000	100%	0
	TOTAL THROUGH THIS PAGE	3,287,000	3,283,800	3,200	0	3,287,000	100%	8,266

APPLICATION NO. 16
 PERIOD TO: 02/03/2017
 APPLICATION DATE: 02/03/2017

MADISON, MN WASTEWATER TREATMENT FACILITY
 SCHEDULE OF VALUES

KHC Construction, Inc.
 703 Ontario RD N, PO Box 450
 Marshall, MN 56258

A	B	C	D	E	F	G	H	I
WORK COMPLETED								
SECT. NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPS	THIS PERIOD	STORED MATERIAL	TOTAL COMPLETED & STORED	0%	RETAINAGE
16500	Lighting							
16501	Lamps, Ballasts, and Accessories							
	Subcontractor	45,000	45,000			45,000	100%	113
16720	Automatic Telephone Dialer							
16950	Controls and Instrumentation							
	Subcontractor	180,000	180,000			180,000	100%	453
	ALLOWANCE - GENERAL	100,000	100,000			100,000	100%	251
	ALLOWANCE - COMPUTER	25,000	25,000			25,000	100%	63
	ALTERNATE #1: Replacement of Recessed Impeller Vortex Pump P-GS-1	30,000	30,000			30,000	100%	75
	ALTERNATE #2: Replacement of Roofing & Flashing on Existing Control Building & Biosolids/Clarifier Building	100,000	100,000			100,000	100%	251
	ALTERNATE #3: Interior Sandblasting, tuck- pointing repair & painting of walls & ceiling in biosolids/clarifier building.	20,000	20,000			20,000	100%	50
	CHANGE ORDER #1	82,649	82,649			82,649	100%	208
	CHANGE ORDER #2 Time Extension		0			0	####	0
	CHANGE ORDER #3 Pending	106,701	88,570	18,131		106,701	100%	268
	Extra: Damper Motor							
	TOTAL THROUGH THIS PAGE	3,976,350.00	3,955,019.27	21,330.73	0.00	3,976,350.00	100%	10,000.00



January 31, 2017

To Whom It May Concern,

I am contacting you on behalf of the Minnesota Department of Transportation (MnDOT) District 8. This letter is to inform the **City of Madison** that MnDOT has conducted a speed study as part of legislative mandate to look at two-lane, two-way roadways with a posted speed limit of 55 miles per hour (“mph”) and make recommendations about increasing the speed to 60 mph.

As part of the study, several factors were evaluated, including the speed that drivers are choosing to drive, the crash history, lane widths, shoulder widths, the number of access points, and other features that may affect safety. MnDOT D8 is recommending that the speed limit on some roadway segments be increased to 60 mph. For those segments, MnDOT is reaching out to stakeholders to get comments and/or concerns about the speed change. **Note: Current speed limit reductions through cities or towns will remain unchanged (for example, if the speed drops to 30 mph through Madison, this would remain unchanged).** The roadways were analyzed in logical segments. Please refer to the included map and list for a breakdown by segments.

Raising the speed to 60 mph is being considered for the following segments:

- Segments G & H: TH 40 –East of Marietta to North Jct. TH 119



Comments should be sent to Stephen Smith, Alliant Engineering, at shsmith@alliant-inc.com. We request that you provide us with comments by **Tuesday, February 28, 2017 by 5:30pm.**

We appreciate your input and look forward to your response. If you have any questions about this project, please contact Stephen Smith (Alliant Engineering) at 612-767-9341 or John Hager (MnDOT D8 Traffic Engineer) at 320-214-6397.

Sincerely,
Alliant Engineering, Inc.

Stephen Smith
Project Engineer I



Memo

To: Mayor and City Council

From: Val Halvorson, City Manager

Date: January 31, 2017

Subject: Small Cities Grant Application 2017

As you are aware, the City of Madison has authorized Development Services, Inc. to submit a full grant application to the Department of Employment and Economic Development for funding through the Small Cities Grant Program 2017. In order to complete this process, the City Council needs to verify its financial commitment to the grant program, if funded.

As previously discussed, the City intends to utilize existing dollars in the Small Cities Revolving Loan Fund as well as future principal and interest payments that will be deposited into the account going forward. Therefore, if the Council is in agreement, the minutes should reflect a commitment of a minimum of \$59,700 from the Small Cities Revolving Loan Fund, plus a commitment of \$11,200 to be made available as a low interest (2%) loan for low-to-moderate income families who need assistance in covering the owner's share of the project.

Discussion and motion would be in order to verify the City's financial commitment in the final grant application.



Communities • Businesses • Solutions

402 North Harold • P.O. Box 48 • Ivanhoe, MN 56142

Ph: (507) 694-1552 • www.dsi-services.com

Small Cities Development Grant Administration Services Proposal **City of Madison**

January 24, 2017

Introduction

DEVELOPMENT SERVICES, INC. (DSI) thanks you for the opportunity to respond to your "Request for Proposals" for grant administration services in connection with a joint Small Cities Development Grant for Madison.

Effective grant implementation requires close supervision and management. The successful completion of your project requires the ability to deal efficiently with the details and complexities of an ambitious project such as yours. The experienced staff at DSI are prepared to meet these needs and minimize the disruptions to your normal day-to-day operations which this type of project can sometimes create.

Management & Staffing

Implementing the various phases of your project calls for a team approach. DSI's role is to implement all SCDP grant activities, as well as to coordinate the activities of other consultants and contractors, in order to assure compliance with all grant conditions and program regulations. Our staff members will work closely with the City Council and any other municipal personnel (such as your City Administrator and Attorney) in order to complete the grant activities on time and within budget.

The primary professionals assigned to the Madison project will be Vince Robinson, Teresa Schreurs and Dan Popowski.

Communities • Businesses • Solutions

Vince Robinson.

Vince is the owner of DSI and has worked closely with rural businesses, entrepreneurs, funding sources, and economic development projects in southwestern Minnesota for over 26 years.

His experience includes serving as Finance Business Officer with Prairieland Economic Development Corporation in Slayton, Minnesota, and as Enterprise Facilitator for the Lincoln County Enterprise Development Corporation in Lincoln County, Minnesota.

He is knowledgeable in the fields of business finance, loan packaging, assistance to start-up and existing businesses, financial analysis, business retention, budgeting, grant and loan programs, and local and regional economic development.

Vince has served as a board member for many regional, statewide, and multi-state development organizations and associations, including serving as chair of the Center for Enterprise Facilitation, vice-chair of the Southwest Minnesota Economic Development Professionals, and currently serves as the President of the Minnesota Association of Professional County Economic Developers.

He has a Bachelor of Business Administration degree, a Master of Business Administration degree, and is a Certified Economic Development Finance Professional.

Teresa Schreurs.

Teresa joined DSI in 2013 and has experience with grant management, and planning at the city and county levels. She has assisted numerous communities and counties to evaluate local development needs and priorities through surveying and citizen participation meetings. She has worked with government agencies including Minnesota Department of Employment & Economic Development, Minnesota Department of Health (DEED), Rural Development, Federal Emergency Management Agency (FEMA), Environment and Natural Resources Trust Fund (ENRTF), Rural Energy for America Program (REAP), Department of Natural Resources, and Greater Minnesota Regional Parks and Trails Commission (GMRPTC). Teresa has vast experience in customer service and project management. She has a special ability to garner consensus and find common solutions for difficult issues.

Her strengths include:

- Written communication, including reports and grant applications.
- Statistical research and survey analysis.
- Project planning and administration.
- Assuring compliance with funding agencies' rules and regulations.

Dan Popowski.

Dan joined DSI in 2015 and will serve as the building inspector for the housing rehabilitation activity. Dan is experienced in project management, customer service, analyzing building conditions, preparing cost estimates for a wide variety of new construction and rehabilitation projects.

Specifically concerning Small Cities Development Grants, Dan has:

- o Provided building inspection, work write-up, and contract management services to the cities of Wood Lake, St. Leo, Jeffers, Okabena, Hendricks, Stewart, Buffalo Lake, Dawson, Ghent, Echo and Springfield.
- o Conducted housing and commercial building inspections for rehab grant assistance, identifying structural conditions, preparing specifications, and supervising contractors' performance of repairs.

In Addition.

Beyond the individuals noted above, all other members of the DSI staff will also be available to support the primary staff in completing the project.

We are pleased to have excellent working relationships with other professionals and resource persons who can bring their expertise to a project such as yours, on a subcontract basis with DSI.

Technical Experience

DEVELOPMENT SERVICES, INC. (DSI) was established in June of 1982 and from the very beginning we have been involved in the administration of various community development activities such as your Small Cities grant project. Our individual staff members have decades of combined background and training in the community development and economic development fields.

This Specific Grant Program & the Activities Proposed.

DSI has obtained and administered more than four-dozen Small Cities Development Grant projects similar to yours for many communities in southwest Minnesota. All totaled, our efforts have delivered to our clients more than \$41 million of Small Cities grant assistance for housing rehab, commercial building rehab, water and sanitary sewer system utility improvements, building demolition, etc.

Your project focuses on housing rehabilitation and commercial building rehabilitation. To date, we have provided "top-to-bottom" administration under the Small Cities grant program for a total of:

- More than 1650 owner-occupied houses.
- More than 410 commercial buildings.
- Numerous public infrastructure projects.

Proposal

We propose to administer all aspects of the grant activities outlined in your Request for Proposals. We will not assume responsibility for providing legal assistance or audit services; primary responsibility for those tasks will fall to other personnel available to the City of Madison.

A – Housing and Commercial Rehabilitation

We will develop and implement all aspects of the rehabilitation program, including but not limited to:

- Program design. We will work closely with the City Council to finalize guidelines and policies for the programs. These guidelines and building condition standards must be submitted to the grant agency before work begins in earnest. Where possible, we will adapt guidelines and policies which we have used successfully in the past, in harmony with the design of your program as specified in your SCDP grant application and in keeping with your goals for the programs.
- Outreach to applicants. We will use various methods of “getting the word out” about the rehab programs. This will include, but not necessarily be limited to, newspaper advertising, direct mailings, speaking at senior citizens groups, etc.
- Receive and process applications for the program. The evaluation and processing of applications, along with determining the applicants’ eligibility, will be performed by our staff in Ivanhoe.
- If leveraged funds are obtained from another agency, at a minimum a written confirmation will be obtained from that agency before any rehab work is placed under contract. If an owner’s cash is leveraged, this will be paid up front and into a separate account before work goes under contract.
- Inspections prior to bidding of work. Our building inspector will conduct inspections of all participating houses. Our inspector’s training and experience is noted in the “Management & Staffing” section.
- Lead risk assessment and clearance. Rehabilitation of owner-occupied housing is subject to federal lead paint requirements. We can provide the lead risk assessments and post-rehab clearances which are required by the grant program through the use of a subcontracted firm which specializes in this service: Scarcely, Ltd. of Marshall, MN. We have a good relationship with this firm and have worked with them on dozens of similar rehab jobs in several communities.
- Prepare work write-ups in a format suitable for seeking bids. We will:
 - Certify contractors who wish to participate in the program and compile a bidders list for reference.
 - Collect insurance information from the contractors or their agents in order to document liability coverage and other insurance protections.
- Prepare and monitor rehabilitation contracts between the owner and contractor.

- Conduct interim progress and final inspections to assure that satisfactory work is performed by the contractor(s).
- Loan repayments. Projects with repayable loans and monthly rehab loan repayments will require servicing. We will administer the collection, logging, and deposit of monthly loan payments in order to comply with grant program requirements concerning the expenditure and reporting on such generated income.

B – General Grant Administration

We will perform general administration work required by the grant program, such as:

- Prepare documents required for the release of SCDP grant funds, including:
 - Grantee Information Sheet.
 - Fair Housing & Equal Opportunity Summary.
 - Antidisplacement & Displacement Minimization Plan.
 - Fair Housing Plan.
 - HUD Disclosure Report.
 - Procurement Policy.
 - Excessive Force Policy.
 - Drug-Free Workplace Policy.
- Complete the required Environmental Review Record for the project, including:
 - Research concerning potential environmental impacts of the project.
 - Soliciting comments from agencies and parties for environmental review.
 - Preparing and publishing public notices of environmental impacts.
 - Maintaining a record of all environmental review steps and tasks.
 - Preparing the paperwork and documentation for Release of Funds.
- Prepare periodic reports to the Department of Employment & Economic Development (DEED), final reports, and other submissions which are required throughout the life of the project.
- Process requests for payment from the contractors and requests for drawdown of grant funds from the grant agency, in coordination with the Madison City Council.
- Administer overall regulations relating to civil rights, equal opportunity, displacement minimization, Fair Housing, and other grant-required compliance areas.
- Complete all close-out documents and activities which are required upon conclusion of the project.

In addition, the DSI staff will provide regular reports to the City Council as needed.

Cost & Pricing


The fee for our services is \$112,000 for the goal of rehabbing 26 housing and 7 commercial projects. Of this amount, \$80,795 would be paid by the SCDP grant program. The remaining \$31,205 would be due from local match, proportionate to the number of housing projects within each city.

Additional fees may be required in the event that more houses can be rehabilitated than were originally proposed in the application.

Conclusion

We are pleased to have the opportunity to work with both the City of Madison. We hope this will be the first of many successful projects we can assist you with.

Respectfully Submitted:


Vince Robinson, President
Development Services, Inc.

1-26-13
Date

Attachment 6

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

**LOCAL GOVERNMENT APPLICATION RESOLUTION
CITY OF MADISON**

BE IT RESOLVED that the City of Madison, Minnesota, act as the legal sponsor for the project contained in the FY'2017 Small Cities Development Program Grant Application to be submitted on or before February 23, 2017, and that the Mayor of Madison and the Madison City Manager are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Madison.

BE IT FURTHER RESOLVED that the City of Madison has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Madison has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest, or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, the City of Madison may enter into an agreement with the State of Minnesota for the approved project on behalf of the City of Madison and that the City of Madison certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE, BE IT RESOLVED that the Mayor of Madison and the Madison City Manager, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the City of Madison.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Madison, Minnesota, on February 13, 2017.

Greg Thole
Mayor

Attest: _____
Kathleen Weber
City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 17-18**

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

**RESOLUTION OF THE CITY OF MADISON FINDING
A PARCEL TO BE OCCUPIED BY STRUCTURALLY
SUBSTANDARD BUILDINGS**

WHEREAS, it has been proposed that the City Council for the City of Madison, Minnesota, (the "City"), create a tax increment financing district in an area within the City to be designated a redevelopment district as defined in Minnesota Statutes, Section 469.174, Subd. 10; and

WHEREAS, In order to create this type of tax increment financing district, the City must make a determination that before the demolition or removal of the substandard buildings, certain conditions existed; and

WHEREAS, The conditions found by the City to exist throughout the proposed tax increment financing district are that parcels consisting of 70 percent of the area of the district are occupied by buildings, streets, utilities, paved or gravel parking lots, or other similar structures and more than 50 percent of the buildings, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance; and

WHEREAS, In order to deem a parcel as being occupied by a structurally substandard building, the City must first pass a resolution before the demolition or removal that the parcel was occupied by one or more structurally substandard buildings and that after demolition and clearance the City intended to include the parcel within the proposed tax increment financing district; and

WHEREAS, There exists in the City on each parcel or parcels described in Exhibit A attached hereto (collectively, the "Parcel") one or more structurally substandard buildings to be demolished or removed (the "Substandard Building Condition"); and

WHEREAS, A parcel is deemed to be occupied by a structurally substandard building if the Substandard Building Condition is met within three years of the filing of the request for certification of the parcel as part of the tax increment financing district with the county auditor; and if certain other conditions are met.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Madison that 15% of the area of the Parcel identified on Exhibit A attached hereto contains improvements and is occupied by one or more structurally substandard buildings and that after demolition and clearance the City intends to include this Parcel within the proposed tax increment financing district.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 17-18 was declared duly passed and adopted this 13th day of February, 2017.

ATTEST:

Greg Thole, Mayor

Kathleen Weber, City Clerk

February 7, 2017

Val Halvorson
City Manager
City of Madison Minnesota
404 6th Avenue
Madison, Minnesota 56256

TIF ANALYSIS FINDINGS FOR 106, 110, AND 112 6TH AVENUE IN MADISON, MINNESOTA

LHB was hired to inspect three commercial buildings at 106, 110 and 112 6th Avenue in Madison, Minnesota, in order to determine if they meet the definition of “Substandard” as defined by Minnesota Statutes, Section 469.174, subdivision 10. The building parcels may potentially be part of a future Redevelopment TIF District, so will need to be compliant with all of the statutes pertaining to a Redevelopment District.

The parcels are located at the Southeast corner of 6th Avenue and 2nd Street (see Diagram 1).



CONCLUSION

After inspecting and evaluating the buildings on January 17, 2017 and applying current statutory criteria for a Redevelopment District under *Minnesota Statutes, Section 469.174, Subdivision 10*, it is our professional opinion that the buildings qualify as substandard.

The remainder of this letter and attachments describe our process and findings in detail.

MINNESOTA STATUTE 469.174, SUBDIVISION 10 REQUIREMENTS

The properties were inspected in accordance with the following requirements under *Minnesota Statutes, Section 469.174, Subdivision 10(c)*, which states:

Interior Inspection

“The municipality may not make such determination [that the building is structurally substandard] without an interior inspection of the property...”

Exterior Inspection and Other Means

“An interior inspection of the property is not required, if the municipality finds that

- (1) the municipality or authority is unable to gain access to the property after using its best efforts to obtain permission from the party that owns or controls the property; and
- (2) the evidence otherwise supports a reasonable conclusion that the building is structurally substandard.”

Documentation

“Written documentation of the findings and reasons why an interior inspection was not conducted must be made and retained under section 469.175, subdivision 3(1).”

Qualification Requirements

Minnesota Statutes, Section 469.174, Subdivision 10 (a) (1) requires two tests for occupied parcels:

1. Coverage Test

...“parcels consisting of 70 percent of the area of the district are occupied by buildings, streets, utilities, or paved or gravel parking lots”

The coverage required by the parcel to be considered occupied is defined under Minnesota Statutes, Section 469.174, Subdivision 10(e), which states: “For purposes of this subdivision, a parcel is not occupied by buildings, streets, utilities, paved or gravel parking lots, or other similar structures unless 15 percent of the area of the parcel contains buildings, streets, utilities, paved or gravel parking lots, or other similar structures.”

The LHB team reviewed the following parcels:

- **54-0386-000 (106 6th Avenue):**
 - The parcel is approximately 6,993 square feet and is 100 percent covered by buildings, parking lots or other improvements.
- **54-0387-000 (110 6th Avenue):**
 - The parcel is approximately 3,496 square feet and is approximately 83 percent covered by buildings, parking lots or other improvements.
- **54-0388-000 (112 6th Avenue):**
 - The parcel is approximately 6,993 square feet and is approximately 66 percent covered by buildings, parking lots or other improvements.

Findings:

The parcels are covered by buildings, parking lots or other improvements, exceeding the 15 percent parcel requirement.

2. Condition of Buildings Test

Minnesota Statutes, Section 469.174, Subdivision 10(a) states, "...and more than 50 percent of the buildings, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance;"

- a. Structurally substandard is defined under *Minnesota Statutes, Section 469.174, Subdivision 10(b)*, which states: "For purposes of this subdivision, 'structurally substandard' shall mean containing defects in structural elements or a combination of deficiencies in essential utilities and facilities, light and ventilation, fire protection including adequate egress, layout and condition of interior partitions, or similar factors, which defects or deficiencies are of sufficient total significance to justify substantial renovation or clearance."
- i. We do not count energy code deficiencies toward the thresholds required by *Minnesota Statutes, Section 469.174, Subdivision 10(b)* defined as "structurally substandard", due to concerns expressed by the State of Minnesota Court of Appeals in the *Walser Auto Sales, Inc. vs. City of Richfield* case filed November 13, 2001.

Findings:

The commercial buildings at 106, 110 and 112 6th Avenue exceed the criteria required to be determined substandard buildings (see the attached Building Code, Condition Deficiency and Context Analysis Reports).

- b. Buildings are not eligible to be considered structurally substandard unless they meet certain additional criteria, as set forth in Subdivision 10(c) which states:

"A building is not structurally substandard if it is in compliance with the building code applicable to new buildings or could be modified to satisfy the building code at a cost of less than 15 percent of the cost of constructing a new structure of the same square footage and type on the site. The municipality may find that a building is not disqualified as structurally substandard under the preceding sentence on the basis of reasonably available evidence, such as the size, type, and age of the building, the average cost of plumbing, electrical, or structural repairs, or other similar reliable evidence."

"Items of evidence that support such a conclusion [that the building is not disqualified] include recent fire or police inspections, on-site property tax appraisals or housing inspections, exterior evidence of deterioration, or other similar reliable evidence."

LHB counts energy code deficiencies toward the 15 percent code threshold required by *Minnesota Statutes, Section 469.174, Subdivision 10(c)* for the following reasons:

- The Minnesota energy code is one of ten building code areas highlighted by the Minnesota Department of Labor and Industry website where minimum construction standards are required by law.
- Chapter 13 of the 2015 *Minnesota Building Code* states, "Buildings shall be designed and constructed in accordance with the *International Energy Conservation Code*." Furthermore, Minnesota Rules, Chapter 1305.0021 Subpart 9 states, "References to the *International Energy Conservation Code* in this code mean the *Minnesota Energy Code*..."

- The Senior Building Code Representative for the Construction Codes and Licensing Division of the Minnesota Department of Labor and Industry confirmed that the Minnesota Energy Code is being enforced throughout the State of Minnesota.
- In a January 2002 report to the Minnesota Legislature, the Management Analysis Division of the Minnesota Department of Administration confirmed that the construction cost of new buildings complying with the Minnesota Energy Code is higher than buildings built prior to the enactment of the code.
- Proper TIF analysis requires a comparison between the replacement value of a new building built under current code standards with the repairs that would be necessary to bring the existing building up to current code standards. In order for an equal comparison to be made, all applicable code chapters should be applied to both scenarios. Since current construction estimating software automatically applies the construction cost of complying with the Minnesota Energy Code, energy code deficiencies should also be identified in the existing structures.

Findings:

The buildings have code deficiencies exceeding the 15 percent building code deficiency criteria required to be determined substandard (see the attached Building Code, Condition Deficiency and Context Analysis Reports).

TEAM CREDENTIALS

Michael A. Fischer, AIA, LEED AP - Project Principal/TIF Analyst

Michael has 30 years of experience as project principal, project manager, project designer and project architect on planning, urban design, educational, commercial and governmental projects. He has become an expert on Tax Increment Finance District analysis assisting over 100 cities with strategic planning for TIF Districts. He is a Senior Vice President at LHB and currently leads the Minneapolis office.

Michael completed a two-year Bush Fellowship, studying at MIT and Harvard in 1999, earning Masters degrees in City Planning and Real Estate Development from MIT. He has served on more than 50 committees, boards and community task forces, including a term as a City Council President and as Chair of a Metropolitan Planning Organization. Most recently, he served as Chair of the Edina, Minnesota planning commission. Michael has also managed and designed several award-winning architectural projects, and was one of four architects in the Country to receive the AIA Young Architects Citation in 1997.

Philip Waugh – Project Manager/TIF Analyst

Philip is a project manager with 13 years of experience in historic preservation, building investigations, material research, and construction methods. He previously worked as a historic preservationist and also served as the preservation specialist at the St. Paul Heritage Preservation Commission. Currently, Philip sits on the Board of Directors for the Preservation Alliance of Minnesota. His current responsibilities include project management of historic preservation projects, performing building condition surveys and analysis, TIF analysis, writing preservation specifications, historic design reviews, writing Historic Preservation Tax Credit applications, preservation planning, and grant writing.

Phil Fisher – Inspector

For 35 years, Phil Fisher worked in the field of Building Operations in Minnesota including White Bear Lake Area Schools. At the University of Minnesota he earned his Bachelor of Science in Industrial Technology. He is a Certified Playground Safety Inspector, Certified Plant Engineer, and is trained in Minnesota Enterprise Real Properties (MERP) Facility Condition Assessment (FCA). His FCA training was recently applied to the Minnesota Department of Natural Resources Facilities Condition Assessment project involving over 2,000 buildings.

Attachments

We have attached Building Code, Condition Deficiency and Context Analysis Reports, Replacement Cost Reports, Code Deficiency Reports, and thumbnail photo sheets of the buildings.

Please contact me at (612) 752-6920 if you have any questions.

LHB INC.

A handwritten signature in blue ink, appearing to read "MA Fischer", followed by a horizontal line and a period.

MICHAEL A. FISCHER, AIA, LEED AP
SENIOR VICE PRESIDENT

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Madison Minnesota Redevelopment TIF Letter of Finding

Building Code, Condition Deficiency and Context Analysis Report

January 26, 2017

Building Name: Commercial Building
Address and Parcel ID: 106 6th Avenue, Madison, MN 56256 PID 54-0386-000
Inspection Date(s) & Time(s): Date: January 17, 2017 11:45 am
Inspection Type: Interior and Exterior
Summary of Deficiencies: It is our professional opinion that this building is Substandard because:
- Substantial renovation is required to correct Conditions found.
- Building Code deficiencies total more than 15% of replacement cost, NOT including energy code deficiencies.

Estimated Replacement Cost: \$932,630
Estimated Cost to Correct Building Code Deficiencies: \$449,640
Percentage of Replacement Cost for Building Code Deficiencies: 48.21%

Defects in Structural Elements

1. Concrete block walls are cracked and separating from other structural members allowing for water intrusion, making this building system out of compliance with building code.
2. Mortar joints on concrete blocks are separating and or missing, allowing for water intrusion, making this building system out of compliance with building code.
3. An adjoining structure was previously tied into the south wall of this building and was demolished after the other building had collapsed into itself. It has been documented by two independent reports that this common wall was damaged during the collapse and subsequent demolition. Structural integrity of the building has been called into question by two previous engineering reports, attached.

Combination of Deficiencies

1. Essential Utilities and Facilities
 - a. There are no ADA code compliant restrooms in the building.
 - b. There is no ADA code compliant accessible route to the second floor.
 - c. Thresholds are not ADA compliant.
2. Light and Ventilation
 - a. There is no mechanical/building code compliant HVAC system in the building.

3. Fire Protection/Adequate Egress
 - a. There were no code required emergency lights observed in the building.
 - b. There are no code required operable smoke detectors in the building.
 - c. There is no code required sprinkler system in the building.
 - d. Flooring is damaged creating an impediment to emergency egress.
 - e. Stair treads to the second floor do not meet code requirements for depth.
 - f. Stair treads to the basement are damaged and not code compliant for egress.
 - g. Code required hand rails are missing on the basement stairs.
 - h. Code required hand rail is needed on the north side of the stairs leading to the second floor.
4. Layout and Condition of Interior Partitions/Materials
 - a. Ceiling tiles are stained indicative of water intrusion.
 - b. Wall surfaces need paint or wallpaper.
 - c. Flooring is damaged and or missing.
 - d. Window sills are damaged and in need of repair.
 - e. There is mold on walls, indicative of moisture intrusion.
 - f. Baseboard trim is missing.
 - g. All second-floor rooms are in need of paint, wall repair, floor repair, ceiling repair, door repair lighting and heat.
5. Exterior Construction
 - a. The roof needs to be replaced to prevent water intrusion per building code.
 - b. The exterior south wall needs to be repaired/replaced to prevent water intrusion per code.
 - c. Exterior windows need to be replaced to prevent water intrusion per building code.

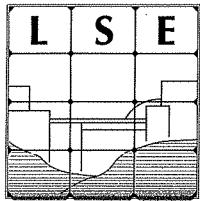
Description of Code Deficiencies

1. Block walls on the south wall need to be repaired or resurfaced to prevent water intrusion per building code.
2. Block walls on the east side need tuck pointing to prevent water intrusion per building code.
3. ADA code compliant restroom is needed.
4. ADA code compliant access to second floor is needed.
5. Modify thresholds to comply with ADA code.
6. Mechanical/building code compliant HVAC system is required.
7. There is no code required emergency lighting in the building.
8. Code required smoke detectors should be installed.
9. There is no code required sprinkler system in the building.
10. Flooring should be repaired/replaced to allow for a code required unimpeded emergency exit route.
11. Stair treads do not meet current code for depth.
12. Stair treads to the basement are damaged and do not meet current code.
13. Stairs to basement do not have code required hand railings.
14. There is only one handrail on the stairs leading to the second floor, per code two are required.
15. Replace roof to prevent water intrusion per building code.
16. Windows need to be replaced to prevent water intrusion per building code.

Overview of Deficiencies

This structure was built in 1899 with an addition added in 1970. A building structure to the south was connected to it with a common wall. In 2013 the adjacent building collapsed and was then demolished. During the collapse and demolition, damage occurred to the adjoining wall and roof. The remaining building was deemed uninhabitable. Water and heat was turned off to the building and the interior surfaces are in need of significant repair and/or replacement. There is no ADA compliant restroom in the building and access to the second floor does not meet ADA code. This inspector was not able to access all of the second floor due to life safety concerns. What areas could be observed, indicated that basic water, heat and light services to this area were not available. All second floor surfaces were damaged and needed major renovations.

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LSEngineers, Inc

July 3, 2013

Dean Helstrom – City Engineer
Bolton & Menk
2040 Highway 12 E
Willmar, MN 56201

**Re: Observation of Existing Building
106 6th Avenue Madison, MN**

Dear Dean:

At your request, on July 1, 2013, I made a site visit to the referenced building on 6th Avenue in Madison, MN.

The purpose of my visit was to observe the structural condition of the existing building and identify structural issues that may need to be repaired.

Enclosed is my report. Please advise if you need additional information or additional copies.

Sincerely,

Michael J. Hemann P.E.
MJH/
Enclosures

Copy to: Jon Radermacher - City Manager
Madison Municipal Building (City Hall)
404 6th Avenue, Madison, MN 56256

BUILDING OBSERVATION
106 6TH Avenue
Madison, MN

Purpose

The purpose of my visit was to observe a building in downtown Madison, MN and to identify structural issues that may need to be repaired.

General Description

- The property is located at the northeast corner of the intersection of 6th Avenue and Highway 40.
- There were two buildings adjacent each other joined with common bearing wall construction
- The southern portion of the building has been demolished and the northern portion has been left in place and is currently occupied.

Existing Building Description

The building has a 6th Avenue storefront and extends approximately 50 feet to the north and approximately 120 feet to the east. The building consists of two distinct parts:

- Existing Original building:
 - The building is two stories with a basement.
 - The above grade perimeter walls are multi-wythe brick masonry construction and the basement foundation walls are random sized stone masonry.
 - The building is approximately 50 feet (north-south) by 90 feet (east-west) with a west facing storefront.
 - The main level floor framing is 2x8 wood joists spanning north-south at 16" on center with multiple wood beams spanning east-west to wood posts inside the basement.
 - The second level framing appeared to be 2x12 joists at 16" on center spanning north-south. I could not observe how the joists are supported, however, based on the main level framing, there is most likely wood beams spanning east-west at an unknown spacing.
 - The roof is framed with 2x12 joists over 2x8 ceiling joists. I could not observe how the joists are tied together.
- Building addition:
 - The building is single story construction with no basement.
 - The perimeter walls are concrete masonry construction.

- The building is approximately 50 feet (north-south) by 30 feet (east-west).
- The roof framing is steel bar joists with metal deck.

Observations

1. There were four original skylights that were infilled in the roof framing. The roof framing around the skylight did not appear to be designed for the additional load created by the skylight framing. No double members were provided at the header beams to support the added loads.
2. The southwest corner of the building appears to have shifted due to the demolition of the adjacent structure and a crack has formed along the western face of the building.
3. There is evidence of water damage throughout the building.

Immediate Structural Issues

The building should NOT be occupied until a full engineering analysis can be done and all required repairs are made.

The south two-story exterior wall should be barricaded from public access until the wall is repaired or demolished.

- a. The outside wythe of brick is not stable in its current condition and the public should not be allowed to be near this wall.

Recommendations – Original Building

Numerous repairs and maintenance items should be performed. Below is a list of some structural items that should be addressed. This is not intended to be a comprehensive list of repair items, rather a summary of items observed in my cursory walk through.

1. Basement walls should be tuckpointed and masonry joints repaired. Any missing or loose material should be replaced.
2. A mechanical connection will need to be added to tie the basement walls into the floor system to transfer soil loads.
3. The basement walls may need to be reinforced with a new concrete wall or steel bracing for the soil loading upon further investigation and review.
4. Exterior walls should be tuckpointed and restored. Any missing or loose material should be replaced.
5. A mechanical connection will need to be added to tie the exterior walls into the floor and roof systems to transfer wind loads.
6. Exterior walls may need to be reinforced with new structural framing and connections for wind loading upon further investigation and review.
7. A watertight roof should be installed. I did not see any leaks while on site however, there were numerous signs of past water damage. To maintain structural integrity of the roof members, a watertight roof needs to be in

place. Although my observation of the roofing was very limited, it appeared to be foam type roofing. I was unable to determine the condition of the existing roofing or roof structure.

8. The second level and roof framing should be investigated further and reviewed by an engineer to determine if additional members should be added as required.
9. The remaining wall from the demolished building that is protruding to the south approximately four feet at the east end of the original building should be saw cut and removed from the remaining structure.
10. Some of the non-structural issues that should be addressed include: weatherproofing of walls, site drainage, windows, electrical, mechanical, access and egress, etc.

Recommendations – Building Addition

A few repairs and maintenance items should be performed. Below is a list of some structural items that should be addressed. This is not intended to be a comprehensive list of repair items, rather a summary of items observed in my cursory walk through.

1. A watertight roof should be installed. I did not see any leaks however, there were numerous signs of past water damage. To maintain structural integrity of the roof members, a watertight roof needs to be in place. Although my observation of the roofing was very limited, it appeared to be foam type roofing. I was unable to determine the condition of the existing roofing.
2. Other non-structural issues that should be addressed, but are not limited to: weatherproofing of walls, site drainage, windows, electrical, mechanical, access and egress, etc.

Limitations

The opinions stated in this report are based on limited visual observations of the structure only and there is no claim, either stated or implied, that all conditions were observed. No physical testing was performed and no calculations have been made to determine the adequacy of the structural system or its compliance with accepted building code requirements. This report does not warrant the original design of the building.

Certification

I hereby certify that this plan, specification, or report 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.



Michael J. Hemann P.E.
License Number 48743

7/3/13

Date



2224 East 117th Street	800.527.0168
Burnsville, MN 55337	952.808.7100
haagengineering.com	952.808.7101 fax

August 19, 2013

Auto Owners Insurance Company
PO Box 2001
Willmar, MN 56201

Attention: Mr. Fernando Alvarado

Re: Rachel Harrison d.b.a. Main Street
Decorating
Structural Evaluation
106 6th Avenue
Madison, MN 56256
Auto Owners Insurance File: 19-2523-2013
Haag File: 0513000160-504/249

Complying with your request, we inspected the building at the captioned location to determine the extent of damage due to collapse of the adjacent building. Our inspection was conducted on July 18, 2013.

This engineering report has been written for your sole use and purpose, and only you have the authority to distribute this report to any other person, firm, or corporation. Haag Engineering Co. and its agents and employees do not have and do disclaim any contractual relationship with, or duty or obligation to, any party other than the addressee of this report and the principals for whom the addressee is acting. Only the engineer(s) who signed this document have the authority to change its contents and then only in writing to you. This report addresses the results of work completed to date. Should additional information become available, we reserve the right to amend, as warranted, any of our conclusions.

Description

The captioned building was a commercial structure with one- and two-story sections. The building was rectangular in plan; the front faced west. The front section was two stories in height with a basement, while the rear section was one story in height. Each section measured approximately 50 feet by 50 feet in plan. The first story of the front section was in use as an interior decorating showroom with the rear section in use as warehouse space. The basement and second story were not in use. The north and south walls of the building were common walls shared by adjacent buildings. (The adjacent building to the south was recently demolished subsequent to its partial collapse).

The front section structure comprised brick masonry perimeter walls on stone masonry basement walls, with wood joist floors, second-story ceiling, and roof. The perimeter walls were three wythes thick. Floors, ceiling, and roof were supported by wood joists spanning between the north and south walls to an interior bearing wall. Wood stud partition walls covered with plaster or gypsum wallboard divided the building interior into rooms. The roof was low-sloped and drained to a gutter along the east wall. The roof covering was spray polyurethane foam (SPF) with a polyurea coating. Double-wythe brick parapets were present at the north, south, and west walls.

The structure of the rear section comprised concrete masonry unit perimeter walls on a concrete foundation. The roof was supported by steel open web joists spanning between north and south walls to a steel beam supported by steel pipe columns. The floor was a concrete slab-on-grade.

Background

We met with Ms. Harrison during our inspection and she provided the following information. Ms. Harrison reported that the building was constructed in 1899, and that the rear section was added around 1970. She purchased the building in 1999. The SPF roofing was reportedly installed in 2005, and recoated in 2011 to address ongoing leaks, which Ms. Harrison attributed to debris blowing onto the roof from adjacent buildings.

Ms. Harrison reported that both adjacent buildings were vacant. The adjacent building to the south collapsed in late June 2013 and was demolished around July 1 to 3, 2013, by MAAC, Inc. Ms. Harrison reported that she was told on July 3, 2013, to vacate the building. Conditions which Ms. Harrison noticed after the collapse and subsequent demolition work included one dislodged ceiling tile in the showroom and an increased smell of mustiness.

During our inspection we also spoke with Ms. Harrison's insurance agents, Gary Omland and Dave Berg, with Klein Bank Insurance, and they provided photographs taken after the collapse of the adjacent building. (Attachment A – Agent Photographs.) The photographs were taken prior to demolition of the adjacent building and showed that a portion of the south parapet had fallen. In addition, one photo showed that the second floor structure had collapsed onto the first-story floor.

We also spoke with Mr. John Rademacher, City Manager. He reported that the collapse of the structure adjacent to the Harrison building was reported on June 25, 2013. He also provided photographs. (Attachment B – City Photographs.) These photographs were taken prior to and during demolition operations. Photos taken from a boom truck prior to demolition showed that a portion of the roof structure of the adjacent building had collapsed. Photos during demolition showed that the masonry basement wall of the adjacent building had been reinforced with concrete.

*Request
the pics.*



Inspection

We inspected portions of the building with particular attention to the south wall. We documented observed conditions with field notes and photographs. Representative photographs are attached to this report.

The building adjacent to the south had been demolished, and the rubble removed from the building site. The basement had been filled in to an elevation slightly below the elevation of the first floor. First-floor joist pockets were visible in some areas and had not been patched or filled with mortar. We also observed openings into basement of the captioned building at the southwest and southeast corners of the front section.

Interior finishes from the demolished building were still present in some locations on the south wall. Bricks between joist bearing pockets had been dislodged at bearing pockets at the second floor, ceiling, and roof elevations. In the most damaged areas, the outer wythe bricks were missing, and bricks at the interior (middle) wythe were split, cracked, and dislodged. We also observed cracked and displaced wall sections between the roof and ceiling elevations. There were occasional scuffs and scrapes in areas where interior finishes were present on the south wall. These scrapes were spaced consistently with the floor joists and were likely the result of the joists contacting the wall as a result of collapse and/or demolition.

Gaps and cracks were present in interior finishes between the south wall and perpendicular interior partitions on the second story. The gap tapered in width, generally increasing in width with height from the second-story floor, and decreasing in width near the ceiling. The widest areas of the gap were up to 1/2 inch wide. We noted a gap between quarter-round trim attached to the floor and baseboard trim attached to the south wall. At some locations in dark rooms, light from the exterior was visible in this gap, indicating an opening or crack through all three wythes of the brick wall. Overall, the pattern of gaps and cracks was consistent with lateral displacement of the wall to the south. Further, the lack of debris accumulation in the cracks was consistent with recent occurrence of the condition.

There was a hairline-width crack at the intersection of the south wall and ceiling in the first story of the front section, below areas where wider gaps were seen in the second story. There was no evidence to suggest that the first story of the south wall had shifted outward. Rather, it was evident that the portion of the wall which had shifted was above the elevation of the second floor. There was one ceiling tile which was not engaged by the adjacent grid and had sagged slightly. Close examination of the ceiling above this location revealed no evidence of movement of the second-story floor from which the grid was hung.

We also observed cracks in interiors and exteriors at other locations in the building. These cracks were generally painted shut or had been previously repaired, although certain cracks had reoccurred since repair. There was no pattern of cracks to suggest structurally significant movement of walls at the rear section, or at other areas of the front section than as described.



above. The second-story ceiling and walls were moisture stained with peeled paint and plaster consistent with past long-term leaks.

The basement walls had been reinforced with concrete. There was no pattern of cracks in the concrete or stone masonry suggestive of recent movement. Water up to approximately two inches deep was present on the basement floor near the front of the building. A floor drain was present in that area, but it was apparently plugged. Openings in the basement wall at the southeast and southwest corners would allow water to enter the building from the exterior.

Discussion

The brick masonry perimeter of the Main Street Decorating building was common construction for buildings of this age and type, and similar brick walls have performed adequately on many buildings of similar age and size. Similarly, it was common practice to construct adjacent buildings using common walls which supported floor structures of both buildings. The brick masonry perimeter walls are not free-standing.

Lateral support for a multi-story brick masonry wall such as those at the inspected building is provided at each story by the floor and roof systems. Typical practice at the time the Main Street Decorating building was constructed was to support the floors by embedding the wood joists in pockets in the wall which were one wythe, or brick width, deep. This configuration also provided lateral support for the wall through friction between the joist and the masonry, and to some extent the bond between the mortar and the joist.

Inspection revealed that the Main Street Decorating building had been damaged as a result of the collapse of the adjacent building. The adjacent building had been removed prior to our inspection and the cause of collapse was beyond the scope of our assignment.

It was evident that the joists in the collapsed building had exerted a prying action on the south wall of the captioned building during the collapse. Much of the outer wythe of bricks was missing between joist pockets. In the most affected areas, we observed cracked and displaced bricks of the middle wythe. Inside in the second story, it was apparent that the south wall had displaced outward from the second-floor elevation upward. In a few locations light was visible through the wall at the gaps. This lateral displacement resulted from forces exerted on the wall during collapse, and possibly loss of stability of the wall due to the missing bricks between the second-floor joist bearing pockets. These conditions had compromised the stability of the wall.

Repair of the damaged wall is possible. Structural repair would involve reinforcement of the wall to repair damaged areas, and additional attachment of the wall to the floor and roof structures to provide lateral resistance. Further, demolition of the adjacent building exposed the south wall to weather. Repair of the wall to reduce the possibility of moisture intrusion would involve mitigation of these potential moisture entry sources. This is accomplished typically through installation of a continuous weather-resistive barrier such as a stucco skim-coat, EIFS cladding,




or metal panel cladding. However, the cost of the above-described repairs may approach or exceed the value of the building. A detailed repair versus replacement analysis was outside the scope of our assignment.

The musty smell was likely the result of standing water in the basement. Demolition of the adjacent building resulted in the exposure of openings in the basement walls. These openings could have allowed water to enter the building. There was no evidence to suggest that the openings were the result of demolition operations. However, removal of the adjacent building exposed the openings to the exterior.

Conclusions

Based on our inspection and the information discussed above, we have reached the following conclusions:

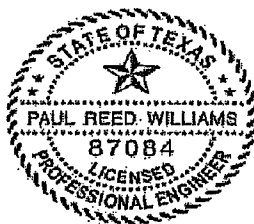
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1. The south wall of the Harrison building was damaged as a result of collapse of the adjacent building.
 2. The extent of damage compromised the structural integrity of the building.
 3. Repair of the wall would be possible, but the costs may approach or exceed the value of the building. A detailed cost analysis outside the scope of our assignment.

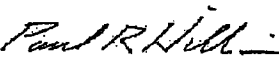
Respectfully submitted,

HAAG ENGINEERING CO.

 Daniel B. Behrens
Aug 19 2013 4:17 PM

Daniel B. Behrens, P.E.
Minnesota License 42684



 Paul Reed Williams
Aug 20 2013 6:52 PM

Paul R. Williams, P.E.
Texas License 87084

DBB/PRW:ssm



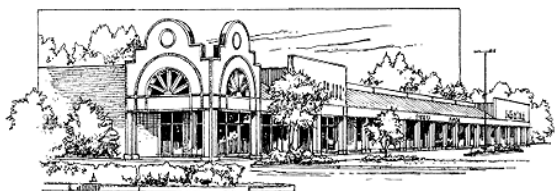
Madison Minnesota Redevelopment TIF Letter of Finding

Replacement Cost Report

RSMeans data
from BIRDAIAN

Square Foot Cost Estimate Report

Date: 1/19/2017

Estimate Name:	Commercial Building City of Madison 106 6th Avenue , Madison , Minnesota , 56256	
Building Type:	Store, Retail with Brick Veneer / Reinforced Concrete	
Location:	MADISON, MN	 <p>Costs are derived from a building model with basic components. Scope differences and market conditions can cause costs to vary significantly.</p>
Story Count:	2	
Story Height (L.F.):	24	
Floor Area (S.F.):	8500	
Labor Type:	OPN	
Basement Included:	No	
Data Release:	Year 2017	
Cost Per Square Foot:	\$109.71	
Building Cost:	\$932,630.59	

		% of Total	Cost Per S.F.	Cost
A Substructure		9.89%	9.46	80,473.42
A1010	Standard Foundations		4.34	36,929.53
	Foundation wall, CIP, 4' wall height, direct chute, .148 CY/LF, 7.2 PLF, 12" thick		2.71	23,056.63
	Strip footing, concrete, reinforced, load 11.1 KLF, soil bearing capacity 6 KSF, 12" deep x 24" wide		1.37	11,640.67
	Spread footings, 3000 PSI concrete, load 100K, soil bearing capacity 6 KSF, 4' - 6" square x 15" deep		0.26	2,232.23
A1030	Slab on Grade		4.85	41,253.99
	Slab on grade, 4" thick, non industrial, reinforced		4.85	41,253.99
A2010	Basement Excavation		0.27	2,289.90
	Excavate and fill, 10,000 SF, 4' deep, sand, gravel, or common earth, on site storage		0.27	2,289.90
B Shell		44.06%	46.18	392,578.27
B1010	Floor Construction		2.31	19,661.70
	Cast-in-place concrete column, 12", square, tied, minimum reinforcing, 150K load, 10'-14' story height, 135 lbs/LF, 4000PSI		2.31	19,661.70
B1020	Roof Construction		14.02	119,201.88
	Roof, concrete, beam and slab, 25'x25' bay, 40 PSF superimposed load, 20" deep beam, 9" slab, 152 PSF total load		14.02	119,201.88
B2010	Exterior Walls		20.81	176,885.00
	Brick wall, composite double wythe, standard face/CMU back-up, 8" thick, perlite core fill, 3" XPS		20.81	176,885.00
B2020	Exterior Windows		1.82	15,434.56
	Aluminum flush tube frame, for 1/4"glass,1-3/4"x4", 5'x6' opening, no intermediate horizontals		0.14	1,167.19
	Glazing panel, insulating, 1/2" thick, 2 lites 1/8" float glass, clear		1.68	14,267.37
B2030	Exterior Doors		1.16	9,842.74
	Door, aluminum & glass, without transom, bronze finish, hardware, 3'-0" x 7'-0" opening		0.93	7,892.73

		% of Total	Cost Per S.F.	Cost
	Door, steel 18 gauge, hollow metal, 1 door with frame, no label, 3'-0" x 7'-0" opening		0.23	1,950.01
B3010	Roof Coverings		5.93	50,435.53
	Roofing, single ply membrane, EPDM, 60 mils, loosely laid, stone ballast		1.57	13,327.92
	Insulation, rigid, roof deck, extruded polystyrene, 40 PSI compressive strength, 4" thick, R20		2.89	24,604.10
	Roof edges, aluminum, duranodic, .050" thick, 6" face		1.03	8,722.41
	Gravel stop, aluminum, extruded, 4", mill finish, .050" thick		0.44	3,781.10
B3020	Roof Openings		0.13	1,116.86
	Roof hatch, with curb, 1" fiberglass insulation, 2'-6" x 3'-0", galvanized steel, 165 lbs		0.13	1,116.86
C Interiors		11.96%	11.45	97,299.56
C1010	Partitions		1.15	9,742.40
	Metal partition, 5/8" fire rated gypsum board face, no base, 3 -5/8" @ 24" OC framing, same opposite face, no insulation		0.56	4,775.61
	Gypsum board, 1 face only, exterior sheathing, fire resistant, 5/8"		0.36	3,066.55
	Add for the following: taping and finishing		0.22	1,900.24
C1020	Interior Doors		1.65	13,998.47
	Door, single leaf, kd steel frame, hollow metal, commercial quality, flush, 3'-0" x 7'-0" x 1-3/8"		1.65	13,998.47
C3010	Wall Finishes		0.71	6,070.81
	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		0.2	1,706.97
	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		0.31	2,636.70
	Ceramic tile, thin set, 4-1/4" x 4-1/4"		0.2	1,727.14
C3020	Floor Finishes		2.23	18,971.92
	Vinyl, composition tile, maximum		2.23	18,971.92
C3030	Ceiling Finishes		5.71	48,515.96
	Acoustic ceilings, 3/4" mineral fiber, 12" x 12" tile, concealed 2" bar & channel grid, suspended support		5.71	48,515.96
D Services		34.10%	32.65	277,494.74
D2010	Plumbing Fixtures		1.82	15,507.62
	Water closet, vitreous china, tank type, 2 piece close coupled		0.34	2,876.79
	Urinal, vitreous china, wall hung		0.15	1,254.92
	Lavatory w/trim, vanity top, PE on CI, 20" x 18"		0.3	2,514.98
	Service sink w/trim, PE on CI, wall hung w/rim guard, 24" x 20"		0.78	6,599.88
	Water cooler, electric, wall hung, dual height, 14.3 GPH		0.27	2,261.05
D2020	Domestic Water Distribution		3.26	27,686.90
	Gas fired water heater, commercial, 100< F rise, 500 MBH input, 480 GPH		3.26	27,686.90
D2040	Rain Water Drainage		1.4	11,882.48
	Roof drain, CI, soil, single hub, 4" diam, 10' high		1.26	10,687.16
	Roof drain, CI, soil, single hub, 4" diam, for each additional foot add		0.14	1,195.32
D3050	Terminal & Package Units		7.95	67,562.51
	Rooftop, single zone, air conditioner, department stores, 10,000 SF, 29.17 ton		7.95	67,562.51
D4010	Sprinklers		4.32	36,742.02
	Wet pipe sprinkler systems, steel, ordinary hazard, 1 floor, 10,000 SF		4.32	36,742.02
D4020	Standpipes		1.08	9,152.99

		% of Total	Cost Per S.F.	Cost
D5010	Wet standpipe risers, class III, steel, black, sch 40, 4" diam pipe, 1 floor		1.08	9,152.99
	Electrical Service/Distribution		2.4	20,390.53
	Overhead service installation, includes breakers, metering, 20' conduit & wire, 3 phase, 4 wire, 120/208 V, 400 A		0.59	5,052.45
D5020	Feeder installation 600 V, including RGS conduit and XHHW wire, 400 A		0.47	4,024.68
	Switchgear installation, incl switchboard, panels & circuit breaker, 120/208 V, 3 phase, 400 A		1.33	11,313.40
	Lighting and Branch Wiring		8.86	75,302.15
	Receptacles incl plate, box, conduit, wire, 8 per 1000 SF, .9 watts per SF		2.27	19,262.53
	Miscellaneous power, 1.5 watts		0.33	2,833.82
D5030	Central air conditioning power, 4 watts		0.68	5,786.00
	Fluorescent fixtures recess mounted in ceiling, 1.6 watt per SF, 40 FC, 10 fixtures @32watt per 1000 SF		5.58	47,419.80
	Communications and Security		1.56	13,267.54
	Communication and alarm systems, fire detection, addressable, 25 detectors, includes outlets, boxes, conduit and wire		0.82	6,990.90
	Fire alarm command center, addressable without voice, excl. wire & conduit		0.74	6,276.64
E Equipment & Furnishings		0%	0	0
E1090	Other Equipment		0	0
F Special Construction		0%	0	0
G Building Sitework		0%	0	0
SubTotal		100%	\$99.74	\$847,845.99
Contractor Fees (General Conditions,Overhead,Profit)		10.00%	\$9.97	\$84,784.60
Architectural Fees		0.00%	\$0.00	\$0.00
User Fees		0.00%	\$0.00	\$0.00
Total Building Cost			\$109.71	\$932,630.59

Madison Minnesota Redevelopment TIF Letter of Finding

Code Deficiency Cost Report

Commercial Property

106 6th Avenue, Madison, MN 56256 - PID: 54-0386-000

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
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Accessibility Items

Restroom					
Install ADA code compliant restrooms	\$	5.08	SF	8,500	\$ 43,180.00
Thresholds					
Modify thresholds to comply with ADA code allowable height	\$	3.00	Ea	150	\$ 450.00
Second Floor Access					
Install elevator to comply with ADA code	\$	65,000.00	Ea	1	\$ 65,000.00
Basement Stairs					
Install code required hand railings	\$	50.00	Ea	2	\$ 100.00
Stairs To Second Floor					
Install code required hand railing on north side	\$	250.00	Ea	1	\$ 250.00

Structural Elements

South Wall					
Repair/resurface south wall to prevent water intrusion per code	\$	10.69	SF	8,500	\$ 90,865.00
East Wall					
Tuck point and repair east wall to prevent water intrusion per code	\$	1.25	SF	8,500	\$ 10,625.00

Exiting

Basement Stairs					
Repair steps to provide for an	\$	300.00	Lump	1	\$ 300.00
Stairs To Second Floor					
Modify tread depth to comply with code	\$	175.00	Ea	24	\$ 4,200.00
Flooring					
Replace flooring to comply with code required unimpeded egress	\$	2.23	SF	8,500	\$ 18,955.00
Emergency Lighting					
Install code required emergency lighting	\$	350.00	Ea	12	\$ 4,200.00

Fire Protection

Smoke Detectors					
Install code required smoke detectors	\$	125.00	Ea	20	\$ 2,500.00
Sprinkler					
Install code required building sprinkler system	\$	5.40	SF	8,500	\$ 45,900.00

Exterior Construction

Walls					
Paint exterior surfaces to prevent water intrusion per code	\$	0.51	SF	8,500	\$ 4,335.00
Windows					
Replace windows to prevent water intrusion per building code	\$	1.82	SF	8,500	\$ 15,470.00

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
Roof Construction					
	Roof				
	Remove existing roof	\$ 0.45	SF	8,500	\$ 3,825.00
	Install new roof to prevent water intrusion per building code	\$ 6.06	SF	8,500	\$ 51,510.00
Mechanical- Electrical					
	Mechanical				
	Install new HVAC system to comply with Mechanical/Building code	\$ 7.95	SF	8,500	\$ 67,575.00
	Electrical				
	Install new electrical service for elevator and new HVAC system	\$ 2.40	SF	8,500	\$ 20,400.00
Total Code Improvements					\$ 449,640.00

Madison Minnesota Redevelopment TIF Letter of Finding

Photos: 106 6th Avenue



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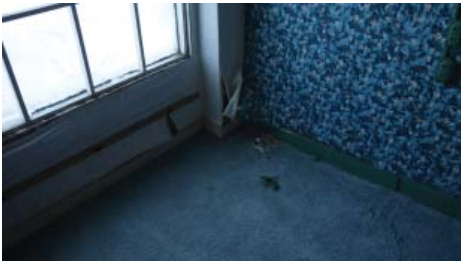
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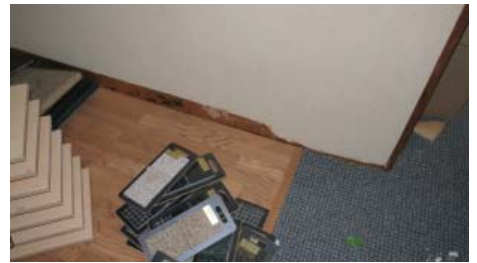
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Madison Minnesota Redevelopment TIF Letter of Finding

Building Code, Condition Deficiency and Context Analysis Report

January 26, 2017

Building Name: Commercial Building
Address and Parcel ID: 110 6th Avenue, Madison, MN 56256 PID 54-0387-000
Inspection Date(s) & Time(s): Date: January 17, 2016 11:20 am
Inspection Type: Interior and Exterior
Summary of Deficiencies: It is our professional opinion that this building is Substandard because:
- Substantial renovation is required to correct Conditions found.
- Building Code deficiencies total more than 15% of replacement cost, NOT including energy code deficiencies.

Estimated Replacement Cost: \$455,730
Estimated Cost to Correct Building Code Deficiencies: \$306,140
Percentage of Replacement Cost for Building Code Deficiencies: 67.18%

Defects in Structural Elements

1. Concrete block walls are cracked and separating from other structural members allowing for water intrusion, making this building system out of compliance with building code.
2. Wooden roof joists are rotting and have separated from rim joist allowing for water intrusion, making this building system out of compliance with building code.
3. Brick parapet wall has eroded from east side of building allowing for water intrusion, making this building system out of compliance with building code.

Combination of Deficiencies

1. Essential Utilities and Facilities
 - a. Electrical service is not connected to the building, required per code.
 - b. No ADA compliant restrooms are available.
 - c. There is no code required heat source available to the building.
 - d. There is no code required potable water within the building.
2. Light and Ventilation
 - a. There is no viable illumination system as required by code within the building.
 - b. There is no HVAC system as required by mechanical/building code.
3. Fire Protection/Adequate Egress
 - a. There are no code required smoke detectors in the building.
 - b. There is no code required sprinkler system in the building.
 - c. There is no code required emergency lighting in the building.
 - d. Emergency egress is not compliant because of damaged/missing flooring.

4. Layout and Condition of Interior Partitions/Materials
 - a. All interior surfaces are damaged/missing and need to be replaced. Including floors, walls, and ceilings
5. Exterior Construction
 - a. Roof needs to be replaced to prevent water intrusion per building code.
 - b. Exterior walls need to be repaired/replaced to prevent water intrusion per building code.

Description of Code Deficiencies

1. Concrete block walls should be repaired/replaced to prevent water intrusion per building code.
2. Wooden roof joists should be replaced/repared to prevent water intrusion per building code.
3. Brick parapet wall should be rebuilt to prevent water intrusion per building code.
4. There is no code required electrical service to the building.
5. There are no ADA code compliant restrooms in the building.
6. There is no code required potable water within the building.
7. The HVAC system should be replaced to comply with mechanical/building code.
8. Code required smoke detectors should be installed.
9. Code required building sprinkler system should be installed.
10. Code required emergency lighting should be installed.
11. All interior floor surfaces should be replaced to comply with building code for unimpeded emergency egress.
12. Roofing material needs to be replaced to prevent water intrusion per building code.

Overview of Deficiencies

This inspector could only gain partial access to the interior of the building because of concern for life safety. What is being reported is based on this partial access. In its current condition this structure could not be used as a commercial property. All utilities have been disconnected that would serve mechanical and electrical building systems. The sidewalls are cracked and separating from other building systems. Roof joists are rotting and have collapsed in several areas. Debris from building systems and furniture would impede emergency egress.

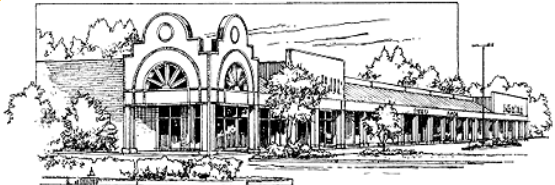
Madison Minnesota Redevelopment TIF Letter of Finding

Replacement Cost Report

RSMeans data
from CORBIAN

Square Foot Cost Estimate Report

Date: 1/19/2017

Estimate Name:	Commercial Building	 <p>Costs are derived from a building model with basic components. Scope differences and market conditions can cause costs to vary significantly.</p>
	City of Madison	
	110 6th Avenue, Madison , Minnesota , 56256	
Building Type:	Store, Retail with Brick Veneer / Reinforced Concrete	
Location:	MADISON, MN	
Story Count:	1	
Story Height (L.F.):	14	
Floor Area (S.F.):	3200	
Labor Type:	OPN	
Basement Included:	No	
Data Release:	Year 2017	
Cost Per Square Foot:	\$142.42	
Building Cost:	\$455,730.12	

		% of Total	Cost Per S.F.	Cost
A Substructure		10.74%	13.90	44,488.04
A1010	Standard Foundations		8.78	28,095.05
	Foundation wall, CIP, 4' wall height, direct chute, .148 CY/LF, 7.2 PLF, 12" thick		5.66	18,110.95
	Strip footing, concrete, reinforced, load 11.1 KLF, soil bearing capacity 6 KSF, 12" deep x 24" wide		2.86	9,143.73
	Spread footings, 3000 PSI concrete, load 100K, soil bearing capacity 6 KSF, 4' - 6" square x 15" deep		0.26	840.37
A1030	Slab on Grade		4.85	15,530.91
	Slab on grade, 4" thick, non industrial, reinforced		4.85	15,530.91
A2010	Basement Excavation		0.27	862.08
	Excavate and fill, 10,000 SF, 4' deep, sand, gravel, or common earth, on site storage		0.27	862.08
B Shell		46.91%	60.74	194,332.48
B1010	Floor Construction		4.83	15,444.24
	Cast-in-place concrete column, 12", square, tied, minimum reinforcing, 150K load, 10'-14' story height, 135 lbs/LF, 4000PSI		4.83	15,444.24
B1020	Roof Construction		8	25,600.00
	Wood roof, flat rafter, 3" x 12", 12" O.C.		8	25,600.00
B2010	Exterior Walls		35.08	112,240.27
	Brick wall, composite double wythe, standard face/CMU back-up, 8" thick, perlite core fill, 3" XPS		35.08	112,240.27
B2020	Exterior Windows		3.79	12,123.83
	Aluminum flush tube frame, for 1/4"glass,1-3/4"x4", 5'x6' opening, no intermediate horizontals		0.29	916.83
	Glazing panel, insulating, 1/2" thick, 2 lites 1/8" float glass, clear		3.5	11,207.00
B2030	Exterior Doors		1.16	3,705.50
	Door, aluminum & glass, without transom, bronze finish, hardware, 3'-0" x 7'-0" opening		0.93	2,971.38

		% of Total	Cost Per S.F.	Cost
	Door, steel 18 gauge, hollow metal, 1 door with frame, no label, 3'-0" x 7'-0" opening		0.23	734.12
B3010	Roof Coverings		7.53	24,101.78
	Roofing, single ply membrane, EPDM, 60 mils, loosely laid, stone ballast		1.57	5,017.57
	Insulation, rigid, root deck, extruded polystyrene, 40 PSI compressive strength, 4" thick, R20		2.89	9,262.72
	Roof edges, aluminum, duranodic, .050" thick, 6" face		2.14	6,851.44
	Gravel stop, aluminum, extruded, 4", mill finish, .050" thick		0.93	2,970.05
B3020	Roof Openings		0.35	1,116.86
	Roof hatch, with curb, 1" fiberglass insulation, 2'-6" x 3'-0", galvanized steel, 165 lbs		0.35	1,116.86
C Interiors		9.72%	12.58	40,250.80
C1010	Partitions		1.78	5,699.29
	Metal partition, 5/8" fire rated gypsum board face, no base, 3'-5/8" @ 24" OC framing, same opposite face, no insulation		0.56	1,797.88
	Gypsum board, 1 face only, exterior sheathing, fire resistant, 5/8"		0.75	2,408.77
	Add for the following: taping and finishing		0.47	1,492.64
C1020	Interior Doors		1.65	5,270.01
	Door, single leaf, kd steel frame, hollow metal, commercial quality, flush, 3'-0" x 7'-0" x 1-3/8"		1.65	5,270.01
C1030	Fittings		0.16	510.34
	Toilet partitions, cubicles, ceiling hung, stainless steel		0.16	510.34
C3010	Wall Finishes		1.05	3,363.96
	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		0.2	642.62
	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		0.65	2,071.12
	Ceramic tile, thin set, 4-1/4" x 4-1/4"		0.2	650.22
C3020	Floor Finishes		2.23	7,142.37
	Vinyl, composition tile, maximum		2.23	7,142.37
C3030	Ceiling Finishes		5.71	18,264.83
	Acoustic ceilings, 3/4" mineral fiber, 12" x 12" tile, concealed 2" bar & channel grid, suspended support		5.71	18,264.83
D Services		32.64%	42.26	135,228.79
D2010	Plumbing Fixtures		2.07	6,620.65
	Water closet, vitreous china, tank type, 2 piece close coupled		0.34	1,083.03
	Urinal, vitreous china, wall hung		0.39	1,254.92
	Lavatory w/trim, vanity top, PE on CI, 20" x 18"		0.3	946.82
	Service sink w/trim, PE on CI, wall hung w/rim guard, 24" x 20"		0.78	2,484.66
	Water cooler, electric, wall hung, dual height, 14.3 GPH		0.27	851.22
D2020	Domestic Water Distribution		8.65	27,686.90
	Gas fired water heater, commercial, 100< F rise, 500 MBH input, 480 GPH		8.65	27,686.90
D2040	Rain Water Drainage		1.4	4,473.40
	Roof drain, CI, soil, single hub, 4" diam, 10' high		1.26	4,023.40
	Roof drain, CI, soil, single hub, 4" diam, for each additional foot add		0.14	450
D3050	Terminal & Package Units		7.95	25,435.30
	Rooftop, single zone, air conditioner, department stores, 10,000 SF, 29.17 ton		7.95	25,435.30

		% of Total	Cost Per S.F.	Cost
D4010	Sprinklers		4.32	13,832.29
	Wet pipe sprinkler systems, steel, ordinary hazard, 1 floor, 10,000 SF		4.32	13,832.29
D4020	Standpipes		1.08	3,445.83
	Wet standpipe risers, class III, steel, black, sch 40, 4" diam pipe, 1 floor		1.08	3,445.83
D5010	Electrical Service/Distribution		6.37	20,390.53
	Overhead service installation, includes breakers, metering, 20' conduit & wire, 3 phase, 4 wire, 120/208 V, 400 A		1.58	5,052.45
	Feeder installation 600 V, including RGS conduit and XHHW wire, 400 A		1.26	4,024.68
	Switchgear installation, incl switchboard, panels & circuit breaker, 120/208 V, 3 phase, 400 A		3.54	11,313.40
D5020	Lighting and Branch Wiring		8.86	28,349.05
	Receptacles incl plate, box, conduit, wire, 8 per 1000 SF, .9 watts per SF		2.27	7,251.78
	Miscellaneous power, 1.5 watts		0.33	1,066.85
	Central air conditioning power, 4 watts		0.68	2,178.26
	Fluorescent fixtures recess mounted in ceiling, 1.6 watt per SF, 40 FC, 10 fixtures @32watt per 1000 SF		5.58	17,852.16
D5030	Communications and Security		1.56	4,994.84
	Communication and alarm systems, fire detection, addressable, 25 detectors, includes outlets, boxes, conduit and wire		0.82	2,631.87
	Fire alarm command center, addressable without voice, excl. wire & conduit		0.74	2,362.97
E Equipment & Furnishings		0%	0	0
E1090	Other Equipment		0	0
F Special Construction		0%	0	0
G Building Sitework		0%	0	0
SubTotal		100%	\$129.47	\$414,300.11
Contractor Fees (General Conditions,Overhead,Profit)		10.00%	\$12.95	\$41,430.01
Architectural Fees		0.00%	\$0.00	\$0.00
User Fees		0.00%	\$0.00	\$0.00
Total Building Cost			\$142.42	\$455,730.12

Madison Minnesota Redevelopment TIF Letter of Finding

Code Deficiency Cost Report

Commercial Property

110 6th Avenue, Madison, MN 56256 - PID: 54-0387-000

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
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Accessibility Items

Restrooms					
Install ADA code compliant restrooms	\$	2.07	SF	3,200	\$ 6,624.00

Structural Elements

Walls					
Repair/replace side walls and parapet wall to prevent water intrusion per code	\$	35.08	SF	3,200	\$ 112,256.00
Roof					
Replace damaged roof joists to prevent water intrusion per building code	\$	8.00	SF	3,200	\$ 25,600.00

Exiting

Flooring					
Replace flooring to meet code required unimpeded emergency exiting	\$	2.23	SF	3,200	\$ 7,136.00
Emergency Lighting					
Install code required emergency lighting	\$	0.75	SF	3,200	\$ 2,400.00

Fire Protection

Smoke Detectors					
Install code compliant smoke detectors	\$	0.41	SF	3,200	\$ 1,312.00
Sprinkler System					
Install code compliant building sprinkler system	\$	5.40	SF	3,200	\$ 17,280.00

Exterior Construction

* SEE STRUCTURAL * \$ -

Roof Construction

Roof					
Remove existing roof	\$	0.50	SF	3,200	\$ 1,600.00
Replace roof to prevent water intrusion per building code	\$	8.93	SF	3,200	\$ 28,576.00

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
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Mechanical- Electrical

Mechanical

Connect natural gas service to proved heating source per building code	\$ 500.00	Lump	1	\$	500.00
Install HVAC system per Mechanical/Building code	\$ 7.95	SF	3,200	\$	25,440.00

Plumbing

Connect water service to provide potable water per building code	\$ 500.00	Lump	1	\$	500.00
Provide interior delivery system of potable water per building code	\$ 8.65	SF	3,200	\$	27,680.00

Electrical

Connect electrical service to provide lighting per building code	\$ 500.00	Lump	1	\$	500.00
Install electrical distribution system per building code	\$ 6.37	SF	3,200	\$	20,384.00
Install lighting delivery system per building code	\$ 8.86	SF	3,200	\$	28,352.00

Total Code Improvements \$ 306,140.00

Madison Minnesota Redevelopment TIF Letter of Finding

Photos: 110 6th Avenue



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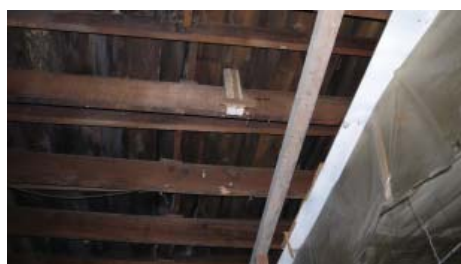
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Madison Minnesota Redevelopment TIF Letter of Finding

Building Code, Condition Deficiency and Context Analysis Report

January 26, 2017

Building Name: Commercial Building
Address and Parcel ID: 112 6th Avenue, Madison MN 56425 PID 54-0388-000
Inspection Date(s) & Time(s): Date: January 17, 2017 11:00 am
Inspection Type: Interior and Exterior
Summary of Deficiencies: It is our professional opinion that this building is Substandard because:
- Substantial renovation is required to correct Conditions found.
- Building Code deficiencies total more than 15% of replacement cost, NOT including energy code deficiencies.

Estimated Replacement Cost:	\$314,098
Estimated Cost to Correct Building Code Deficiencies:	\$70,610
Percentage of Replacement Cost for Building Code Deficiencies:	22.48%

Defects in Structural Elements

1. None observed.

Combination of Deficiencies

1. Essential Utilities and Facilities
 - a. Front entrance threshold is not ADA code compliant for maximum height.
 - b. There is no ADA code compliant restroom.
 - c. The interior door hardware is not ADA code compliant.
 - d. The break room sink is not ADA code compliant for front access.
2. Light and Ventilation
 - a. The HVAC system does not comply with current mechanical/building code due to age.
 - b. Electrical circuit panels are open and exposed and do not meet current electrical code.
3. Fire Protection/Adequate Egress
 - a. No code required operable smoke detectors were observed.
 - b. There is no code required sprinkler system.
 - c. Flooring is damaged preventing code required unimpeded emergency egress.
4. Layout and Condition of Interior Partitions/Materials
 - a. Ceiling tile is water stained from roof leaks.
 - b. Interior walls should be painted.
 - c. Interior door frames are damaged.

5. Exterior Construction
 - a. Wood siding should be repainted to prevent water intrusion per code.
 - b. Metal trim at roof parapet should be repaired to prevent water intrusion per code.
 - c. Roof should be replaced to prevent water intrusion per building code.

Description of Code Deficiencies

1. Front entrance threshold is not ADA code compliant for minimal height.
2. There is no ADA code compliant restroom in the building.
3. All interior door hardware should be replaced to comply with ADA code.
4. The break room sink is not ADA code compliant for front access.
5. The HVAC system should be replaced because it does not comply with current mechanical/building code.
6. Electrical circuit panels should be securely covered per electrical code.
7. Code required smoke detectors should be installed.
8. Code required sprinkler system should be installed.
9. Replace damaged flooring to create an unimpeded emergency egress from building.
10. Paint wood siding to prevent water intrusion per building code.
11. Replace the damaged metal roof trim to prevent water intrusion per building code.
12. Replace roof to prevent water intrusion per building code

Overview of Deficiencies

This structure is well over 75 years old and recently had metal siding installed to cover the brick veneer. The interior would need to be remodeled to comply with ADA codes. There is no code required fire protection system in the building and no smoke detectors were observed. The mechanical system is of an age that it would not meet current mechanical/building code. There are numerous stained ceiling tile which is indicative of water intrusion from the roof. The interior flooring should be replaced to allow for an unimpeded emergency exiting per code. The interior finishes should be repainted.


Madison Minnesota Redevelopment TIF Letter of Finding

Replacement Cost Report

RSMeans data
from CORBIAN

Square Foot Cost Estimate Report

Date: 1/19/2017

Estimate Name:	Commercial Building City of Madison 112 6th Avenue , Madison , Minnesota , 56256	
Building Type:	Office Building with Brick Veneer / Reinforced Concrete	
Location:	MADISON, MN	 <p>Costs are derived from a building model with basic components. Scope differences and market conditions can cause costs to vary significantly.</p>
Story Count:	1	
Story Height (L.F.):	12	
Floor Area (S.F.):	1800	
Labor Type:	OPN	
Basement Included:	No	
Data Release:	Year 2017	
Cost Per Square Foot:	\$174.48	
Building Cost:	\$314,098.55	

		% of Total	Cost Per S.F.	Cost
A Substructure		8.43%	9.46	17,033.06
A1010	Standard Foundations		4.34	7,812.00
	Foundation wall, CIP, 4' wall height, direct chute, .148 CY/LF, 7.2 PLF, 12" thick		2.71	4,878.00
	Strip footing, concrete, reinforced, load 11.1 KLF, soil bearing capacity 6 KSF, 12" deep x 24" wide		1.37	2,466.00
	Spread footings, 3000 PSI concrete, load 100K, soil bearing capacity 6 KSF, 4' - 6" square x 15" deep		0.26	468.00
A1030	Slab on Grade		4.85	8,736.14
	Slab on grade, 4" thick, non industrial, reinforced		4.85	8,736.14
A2010	Basement Excavation		0.27	484.92
	Excavate and fill, 10,000 SF, 4' deep, sand, gravel, or common earth, on site storage		0.27	484.92
B Shell		53.90%	82.79	149,041.95
B1010	Floor Construction		5.99	10,777.90
	Cast-in-place concrete column, 12", square, tied, minimum reinforcing, 150K load, 10'-14' story height, 135 lbs/LF, 4000PSI		5.99	10,777.90
B1020	Roof Construction		14.02	25,242.75
	Roof, concrete, beam and slab, 25'x25' bay, 40 PSF superimposed load, 20" deep beam, 9" slab, 152 PSF total load		14.02	25,242.75
B2010	Exterior Walls		42.56	76,616.50
	Brick wall, composite double wythe, standard face/CMU back-up, 8" thick, perlite core fill, 3" XPS		42.56	76,616.50
B2020	Exterior Windows		7.02	12,636.00
	Windows, aluminum, awning, insulated glass, 4'-5" x 5'-3"		7.02	12,636.00
B2030	Exterior Doors		2.79	5,024.03
	Door, aluminum & glass, with transom, narrow stile, double door, hardware, 6'-0" x 10'-0" opening		1.52	2,729.38
	Door, aluminum & glass, with transom, bronze finish, hardware, 3'-0" x 10'-0" opening		0.75	1,350.78

		% of Total	Cost Per S.F.	Cost
B3010	Door, steel 18 gauge, hollow metal, 1 door with frame, no label, 3'-0" x 7'-0" opening		0.52	943.87
	Roof Coverings		10.09	18,168.77
B3020	Roofing, single ply membrane, EPDM, 60 mils, loosely laid, stone ballast		1.57	2,822.38
	Insulation, rigid, roof deck, extruded polystyrene, 40 PSI compressive strength, 4" thick, R20		2.89	5,210.28
	Roof edges, aluminum, duranodic, .050" thick, 6" face		3.22	5,797.37
	Flashing, aluminum, no backing sides, .019"		0.57	1,030.25
	Gravel stop, aluminum, extruded, 8", duranodic, .050" thick		1.84	3,308.49
	Roof Openings		0.32	576.00
	Roof hatch, with curb, 1" fiberglass insulation, 2'-6" x 3'-0", galvanized steel, 165 lbs		0.32	576
C Interiors		8.35%	15.73	28,303.89
C1010	Partitions		1.8	3,240.00
	Metal partition, 5/8" fire rated gypsum board face, no base, 3'-5/8" @ 24"			
	OC framing, same opposite face, no insulation		0.56	1,008.00
	Metal partition, 5/8" fire rated gypsum board face, no base, 3'-5/8" @ 24"			
	OC framing, same opposite face, sound attenuation insulation		0.66	1,188.00
	Gypsum board, 1 face only, exterior sheathing, fire resistant, 5/8"		0.36	648.00
	Add for the following: taping and finishing		0.22	396.00
C1020	Interior Doors		4.94	8,893.14
	Door, single leaf, kd steel frame, hollow metal, commercial quality, flush, 3'-0" x 7'-0" x 1-3/8"		4.94	8,893.14
C1030	Fittings		0.31	556.75
	Toilet partitions, cubicles, ceiling hung, plastic laminate		0.31	556.75
C3010	Wall Finishes		0.67	1,204.92
	Painting, interior on plaster and drywall, walls & ceilings, roller work, primer & 2 coats		0.67	1,204.92
C3020	Floor Finishes		3.25	5,849.20
	Carpet tile, nylon, fusion bonded, 18" x 18" or 24" x 24", 35 oz		2.58	4,643.92
	Vinyl, composition tile, maximum		0.67	1,205.28
C3030	Ceiling Finishes		4.76	8,559.88
	Acoustic ceilings, 3/4" fiberglass board, 24" x 48" tile, tee grid, suspended support		4.76	8,559.88
D Services		29.31%	50.64	91,165.24
D2010	Plumbing Fixtures		2.69	4,833.88
	Water closet, vitreous china, bowl only with flush valve, wall hung		1.26	2,266.90
	Urinal, vitreous china, wall hung		0.18	322.69
	Lavatory w/trim, vanity top, PE on CI, 20" x 18"		0.51	913
	Service sink w/trim, PE on CI, wall hung w/rim guard, 24" x 20"		0.44	798.64
	Water cooler, electric, floor mounted, dual height, 14.3 GPH		0.3	532.65
D2020	Domestic Water Distribution		1.68	3,015.51
	Gas fired water heater, commercial, 100< F rise, 100 MBH input, 91 GPH		1.68	3,015.51
D2040	Rain Water Drainage		0.77	1,394.42
	Roof drain, DWV PVC, 4" diam, diam, 10' high		0.7	1,251.09
	Roof drain, DWV PVC, 4" diam, for each additional foot add		0.08	143.33
D3050	Terminal & Package Units		20.33	36,598.23

		% of Total	Cost Per S.F.	Cost
	Rooftop, multizone, air conditioner, offices, 10,000 SF, 31.66 ton		20.33	36,598.23
D4010	Sprinklers		3.33	5,997.37
	Wet pipe sprinkler systems, steel, light hazard, 1 floor, 10,000 SF		3.33	5,997.37
D4020	Standpipes		1.08	1,944.00
	Wet standpipe risers, class III, steel, black, sch 40, 4" diam pipe, 1 floor		1.08	1,944.00
D5010	Electrical Service/Distribution		2.39	4,302.00
	Overhead service installation, includes breakers, metering, 20' conduit & wire, 3 phase, 4 wire, 120/208 V, 400 A		0.59	1,062.00
	Feeder installation 600 V, including RGS conduit and XHHW wire, 400 A		0.47	846.00
	Switchgear installation, incl switchboard, panels & circuit breaker, 120/208 V, 3 phase, 600 A		1.33	2,394.00
D5020	Lighting and Branch Wiring		12.3	22,147.86
	Receptacles incl plate, box, conduit, wire, 16.5 per 1000 SF, 2.0 W per SF, with transformer		3.95	7,105.57
	Miscellaneous power, 1.2 watts		0.28	504.38
	Central air conditioning power, 4 watts		0.52	942.52
	Motor installation, three phase, 460 V, 15 HP motor size		2.42	4,356.90
	Fluorescent fixtures recess mounted in ceiling, 1.6 watt per SF, 40 FC, 10 fixtures @32watt per 1000 SF		5.13	9,238.49
D5030	Communications and Security		6.07	10,931.97
	Telephone wiring for offices & laboratories, 8 jacks/MSF		1.25	2,241.97
	Communication and alarm systems, fire detection, addressable, 25 detectors, includes outlets, boxes, conduit and wire		2.61	4,699.76
	Fire alarm command center, addressable without voice, excl. wire & conduit		0.84	1,519.05
	Internet wiring, 8 data/voice outlets per 1000 S.F.		1.37	2,471.19
E Equipment & Furnishings		0%	0	0
E1090	Other Equipment		0	0
F Special Construction		0%	0	0
G Building Sitework		0%	0	0
SubTotal		100%	\$158.62	\$285,544.14
Contractor Fees (General Conditions,Overhead,Profit)		10.00%	\$15.86	\$28,554.41
Architectural Fees		0.00%	\$0.00	\$0.00
User Fees		0.00%	\$0.00	\$0.00
Total Building Cost			\$174.48	\$314,098.55

Madison Minnesota Redevelopment TIF Letter of Finding

Code Deficiency Cost Report

Commercial Property

112 6th Avenue, Madison, MN 56425 - PID: 54-0388-000

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
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Accessibility Items

Threshold					
Replace threshold to comply with ADA required height	\$	100.00	Ea	1	\$ 100.00
Restroom					
Modify current restroom to comply with ADA code	\$	1,500.00	Lump	1	\$ 1,500.00
Door Hardware					
Replace all interior door hardware for ADA code compliance	\$	125.00	Ea	6	\$ 750.00
Break Room Area Sink					
Modify break room sink for ADA code compliance	\$	1,500.00	Lump	1	\$ 1,500.00

Structural Elements

\$ -

Exiting

Flooring					
Replace flooring to create an unimpeded egress per code	\$	0.67	SF	1,800	\$ 1,206.00

Fire Protection

Smoke Detectors					
Install code compliant smoke detectors	\$	250.00	Ea	6	\$ 1,500.00
Sprinkler System					
Install code compliant building sprinkler system	\$	4.41	SF	1,800	\$ 7,938.00

Exterior Construction

Wood Siding					
Paint exterior wood siding to prevent water intrusion per building code	\$	250.00	Lump	1	\$ 250.00

Roof Construction

Metal Trim					
Repair damaged metal trim on north side of roof to prevent water intrusion	\$	250.00	Lump	1	\$ 250.00
Roof					
Remove existing roofing material	\$	0.45	SF	1,800	\$ 810.00
Replace roofing material to prevent water intrusion per building code	\$	10.09	SF	1,800	\$ 18,162.00

Code	Related Cost Items	Unit Cost	Units	Unit Quantity	Total
Mechanical- Electrical					
	Mechanical				
	Remove and replace HVAC system to comply with code	\$ 20.33	SF	1,800	\$ 36,594.00
	Electrical				
	Provide covers for circuit breaker boxes per code	\$ 25.00	Ea	2	\$ 50.00
Total Code Improvements					\$ 70,610.00

Madison Minnesota Redevelopment TIF Letter of Finding

Photos: 112 6th Avenue



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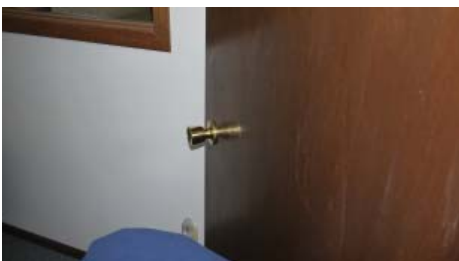
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LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to psstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name

Check one:

- ☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- ☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____ Position _____

UP CK #54006-54107

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
				BANK 1 - KLEIN/UNITED PRAIRIE					
				27 AFLAC					
020217	1	2/02/17	2/02/17	GEN-INSURANCE PREM-2/17	312.00	101	101-41320-131		1
	2			WT-INSURANCE PREM-2/17	24.31	601	601-49400-131		1
	3			LIQ-INSURANCE PREM-2/17	418.47	609	609-49750-131		1
				INVOICE TOTAL	754.78				
				VENDOR TOTAL	754.78				
				87 AMUNDSON PETERSON INC					
020217	1	2/02/17	2/02/17	ELEC-LIGHTING RETROFIT R	486.00	604	604-36232		1
				INVOICE TOTAL	486.00				
				VENDOR TOTAL	486.00				
				110 ARCTIC GLACIER USA, INC					
020217	1	2/02/17	2/02/17	LIQ-ICE PURCHASES	31.96	609	609-49750-251		1
				INVOICE TOTAL	31.96				
				VENDOR TOTAL	31.96				
				172 BELLBOY CORPORATION					
020217	1	2/02/17	2/02/17	LIQ-LIQUOR EXPENSE	4,893.90	609	609-49750-251		1
				INVOICE TOTAL	4,893.90				
				VENDOR TOTAL	4,893.90				
				190 BEVERAGE WHOLESALERS					
020217	1	2/02/17	2/02/17	LIQ-BEER EXPENSE	1,895.00	609	609-49750-251		1
				INVOICE TOTAL	1,895.00				
				VENDOR TOTAL	1,895.00				
				408 C EMERY NELSON INC					
29911	1	2/02/17	2/02/17	WT-R.O. OIL	145.30	601	601-49400-212		1
				INVOICE TOTAL	145.30				
				VENDOR TOTAL	145.30				
				510 CITY OF MADISON					
001106-1	1	2/02/17	2/02/17	UNALL-FIBER STUDY	6,591.25	101	101-49250-409		1
				INVOICE TOTAL	6,591.25				
020217A	1	2/02/17	2/02/17	SEW-LIFT PUMP 1/17 UTIL	36.63	602	602-49460-380		1
				INVOICE TOTAL	36.63				
020217AA	1	2/02/17	2/02/17	WT-TREATPLANT-1/17 UTIL	2,082.53	601	601-49400-380		1
				INVOICE TOTAL	2,082.53				
020217B	1	2/02/17	2/02/17	AMB-1/17 UTIL	114.77	201	201-44100-380		1
				INVOICE TOTAL	114.77				
020217BB	1	2/02/17	2/02/17	ELEC-W SUB-1/17 UTIL	62.10	604	604-49570-380		1
				INVOICE TOTAL	62.10				

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
020217D	1	2/02/17	2/02/17	STR-GARAGE-1/17 UTIL	34.23	101 101-43100-380	1
				INVOICE TOTAL	34.23		
020217E	1	2/02/17	2/02/17	C HALL-1/17 UTIL	1,256.92	101 101-41940-380	1
				INVOICE TOTAL	1,256.92		
020217F	1	2/02/17	2/02/17	F VIEW LIFT STAT-1/17 UT	32.48	602 602-49460-380	1
				INVOICE TOTAL	32.48		
020217G	1	2/02/17	2/02/17	FIRE HALL-1/17 UTIL	546.43	101 101-42200-380	1
				INVOICE TOTAL	546.43		
020217H	1	2/02/17	2/02/17	FIRE HYDRANTS-1/17 UTIL	268.00	101 101-42200-380	1
				INVOICE TOTAL	268.00		
020217I	1	2/02/17	2/02/17	PARKS-1/17 UTIL	10.66	101 101-45200-380	1
				INVOICE TOTAL	10.66		
020217J	1	2/02/17	2/02/17	ST SEW-DET POND-1/17 UTI	11.00	605 605-49600-380	1
				INVOICE TOTAL	11.00		
020217K	1	2/02/17	2/02/17	WT-WELLHOUSE-1/17 UTIL	11.00	601 601-49400-380	1
				INVOICE TOTAL	11.00		
020217L	1	2/02/17	2/02/17	SK RINK-1/17 UTIL	235.23	101 101-45127-380	1
				INVOICE TOTAL	235.23		
020217M	1	2/02/17	2/02/17	J PARK-1/17 UTIL	140.47	101 101-45200-380	1
				INVOICE TOTAL	140.47		
020217N	1	2/02/17	2/02/17	LIQ-1/17 UTIL	538.25	609 609-49750-380	1
				INVOICE TOTAL	538.25		
020217O	1	2/02/17	2/02/17	LIB-1/17 UTIL	251.53	101 101-45500-380	1
				INVOICE TOTAL	251.53		
020217P	1	2/02/17	2/02/17	STR-GARBAGE 1/17 UTIL	64.65	101 101-43100-380	1
				INVOICE TOTAL	64.65		
020217Q	1	2/02/17	2/02/17	MEM ATH-1/17 UTIL	65.46	101 101-45200-380	1
				INVOICE TOTAL	65.46		
020217R	1	2/02/17	2/02/17	PAC-1/17 UTIL	187.31	101 101-45180-380	1
				INVOICE TOTAL	187.31		
020217S	1	2/02/17	2/02/17	STR-P WORKS-1/17 UTIL	126.47	101 101-43100-380	1
	2			ELEC-P WORKS-1/17 UTIL	126.46	604 604-49570-380	1
				INVOICE TOTAL	252.93		
020217T	1	2/02/17	2/02/17	REC FIELD 1/17 UTIL	245.25	101 101-45200-380	1
				INVOICE TOTAL	245.25		
020217U	1	2/02/17	2/02/17	POOL-1/17 UTIL	120.30	101 101-45124-380	1
				INVOICE TOTAL	120.30		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
020217V	1	2/02/17	2/02/17	SLEN TENNIS-1/17 UTIL	16.31	101	101-45200-380		1
				INVOICE TOTAL	16.31				
020217W	1	2/02/17	2/02/17	ST LITES-1/17 UTIL	2,162.64	101	101-43100-381		1
				INVOICE TOTAL	2,162.64				
020217X	1	2/02/17	2/02/17	UNAPP-CTY STORM--1/17 UT	103.63	101	101-49250-380		1
				INVOICE TOTAL	103.63				
020217Y	1	2/02/17	2/02/17	SEW-DISP PLANT-1/17 UTIL	149.66	602	602-49450-380		1
				INVOICE TOTAL	149.66				
020217YY	1	2/02/17	2/02/17	UTIL DEPOSIT REFUND-A VA	100.00	604	604-22000		1
	2			UTIL INTEREST REFUND-A V	.40	604	604-49590-602		1
				INVOICE TOTAL	100.40				
020217Z	1	2/02/17	2/02/17	WT TOWER-1/17 UTIL	74.41	601	601-49430-380		1
				INVOICE TOTAL	74.41				
020217ZZ	1	2/02/17	2/02/17	UTIL DEPOSIT REFUND-N PE	150.00	604	604-22000		1
	2			UTIL INTEREST REFUND-N P	.28	604	604-49590-602		1
				INVOICE TOTAL	150.28				
020217ZZZ	1	2/02/17	2/02/17	UTIL DEPOSIT REFUND-B HA	150.00	604	604-22000		1
	2			UTIL INTEREST REFUND-B H	.96	604	604-49590-602		1
				INVOICE TOTAL	150.96				
0250217B	1	2/02/17	2/02/17	PARK AVE FLAG-1/17 UTIL	41.43	101	101-45200-380		1
				INVOICE TOTAL	41.43				
				VENDOR TOTAL	16,109.10				
020217A	1	2/02/17	2/02/17	811 FRONTIER COMM OF MN LIB-PHONE 1/17	101.40	101	101-45500-321		1
				INVOICE TOTAL	101.40				
020217B	1	2/02/17	2/02/17	SEW-PHONE 1/17	61.44	602	602-49450-321		1
				INVOICE TOTAL	61.44				
020217C	1	2/02/17	2/02/17	ELE-CPHONE 1/17	69.46	604	604-49570-321		1
				INVOICE TOTAL	69.46				
020217D	1	2/02/17	2/02/17	TREAS-PHONE 1/17	25.00	101	101-41510-321		1
	2			ADMIN-PHONE 1/17	296.36	101	101-41320-321		1
				INVOICE TOTAL	321.36				
020217E	1	2/02/17	2/02/17	LIQ-PHONE 1/17	43.73	609	609-49750-321		1
				INVOICE TOTAL	43.73				
020217F	1	2/02/17	2/02/17	PR ARTS-1/17	36.72	101	101-45180-321		1
				INVOICE TOTAL	36.72				
020217G	1	2/02/17	2/02/17	FIRE-PHONE 1/17	46.94	101	101-42200-321		1
				INVOICE TOTAL	46.94				

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
020217H	1	2/02/17	2/02/17	SK RINK-PHONE 1/17	185.68	101	101	45127-321	1
				INVOICE TOTAL	185.68				
020217I	1	2/02/17	2/02/17	ELEC-PHONE 1/17	46.92	604	604	49570-321	1
				INVOICE TOTAL	46.92				
				VENDOR TOTAL	913.65				
020217	1	2/02/17	2/02/17	3352 HAUGEN, DUANE & SUSAN UNAPPR-HAUGEN BLDG PURCH	15,000.00	101	101	49250-520	1
	2			UNAPPR-HAUGEN RELOCATION	5,000.00	101	101	49250-409	1
				INVOICE TOTAL	20,000.00				
				VENDOR TOTAL	20,000.00				
4013664	1	2/02/17	2/02/17	968 HAWKINS INC. WT-CHLORINE	163.95	601	601	49400-236	1
	2			WT-POLY PHOSATE	962.70	601	601	49400-234	1
	3			WT-TREATMENT CHEMICALS	1,024.68	601	601	49400-230	1
	4			WT-POTASSIUM PERMANGANAT	2,654.60	601	601	49400-231	1
				INVOICE TOTAL	4,805.93				
				VENDOR TOTAL	4,805.93				
020217	1	2/02/17	2/02/17	1160 JOHNSON BROS-ST.PAUL LIQ-LIQUOR EXPENSE	2,541.05	609	609	49750-251	1
				INVOICE TOTAL	2,541.05				
				VENDOR TOTAL	2,541.05				
1933757-99	1	2/02/17	2/02/17	3347 KB EVENTS LLC ADMIN-MCFOA CONF-K WEBER	330.00	101	101	41320-331	1
				INVOICE TOTAL	330.00				
				VENDOR TOTAL	330.00				
020217	1	2/02/17	2/02/17	1200 KENNEDY'S BAKERY EDA-MEETING WITH MAYOR	18.99	211	211	46500-342	1
				INVOICE TOTAL	18.99				
				VENDOR TOTAL	18.99				
020217	1	2/02/17	2/02/17	1560 MADISON BOTTLING CO. LIQ-BEER EXPENSE	2,320.00	609	609	49750-251	1
				INVOICE TOTAL	2,320.00				
				VENDOR TOTAL	2,320.00				
020217	1	2/02/17	2/02/17	3341 MADISON HARWARE HANK C HALL-DRAIN PIPE	7.99	101	101	41940-401	1
				INVOICE TOTAL	7.99				
				VENDOR TOTAL	7.99				

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
020217	1	2/02/17	2/02/17	1618 MADISON LUTHERAN HOME INC ELEC-LIGHTING RETROFIT R	1,134.60	604	604	36232	1
				INVOICE TOTAL	1,134.60				
020217A	1	2/02/17	2/02/17	ELEC-LIGHTING RETROFIT R FOR HILLTOP	2,387.60	604	604	36232	2
				INVOICE TOTAL	2,387.60				
				VENDOR TOTAL	3,522.20				
20217	1	2/02/17	2/02/17	1621 MADISON NATIONAL LIFE INS GEN-LIFE INS PREM-3/17	20.20	101	101	41320-131	1
	2			GEN-LIFE INS PREM-3/17	10.10	101	101	43100-131	1
	3			ELEC-LIFE INS PREM-3/17	10.10	604	604	49570-131	1
	4			WT-LIFE INS PREM-3/17	7.58	601	601	49400-131	1
	5			SEW-LIFE INS PREM-3/17	7.57	602	602	49450-131	1
	6			LIQ-LIFE INS PREM-3/17	6.11	609	609	49750-131	1
				INVOICE TOTAL	61.66				
				VENDOR TOTAL	61.66				
020217	1	2/02/17	2/02/17	1706 MEDIACOM FIRE-PHONE EXPENSE	6.72	101	101	42200-321	1
				INVOICE TOTAL	6.72				
				VENDOR TOTAL	6.72				
020217Y	1	2/02/17	2/02/17	1865 MN ENERGY RESOURCES LIB- NAT GAS 1/17	286.59	101	101	45500-380	1
				INVOICE TOTAL	286.59				
020217Z	1	2/02/17	2/02/17	SEW-NAT GAS 1/17	735.24	602	602	49450-380	1
				INVOICE TOTAL	735.24				
				VENDOR TOTAL	1,021.83				
020217	1	2/02/17	2/02/17	3258 MN PUBLIC FACILITIES AUTH SEW-GO SEW REV BOND-INT	4,657.76	602	602	49470-602	1
				INVOICE TOTAL	4,657.76				
				VENDOR TOTAL	4,657.76				
627	1	2/02/17	2/02/17	3236 MTECH SERV & REPAIR LLC STR-ANNUAL INSP/CONTRACT	921.07	101	101	43100-404	1
	2			STR-ANNUAL INSP/CONTRACT	170.00	101	101	43100-409	1
				INVOICE TOTAL	1,091.07				
				VENDOR TOTAL	1,091.07				
847505	1	2/02/17	2/02/17	1541 MVTL LABORATORIES INC WT-REGULAR TESTING	15.75	602	602	49450-409	1
				INVOICE TOTAL	15.75				
848170	1	2/02/17	2/02/17	SEW-REGULAR TESTING	110.00	602	602	49450-409	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
INVOICE TOTAL					110.00		
VENDOR TOTAL					125.75		
2010 NAPA AUTO PARTS							
020217	1	2/02/17	2/02/17	STR-BUTT CONNECT	11.28	101 101-43100-221	1
	2			STR-NUTS/BOLTS	12.76	101 101-43100-221	1
	3			STR-LAMP	7.96	101 101-43100-221	1
	4			STR-GREASE FITTING/TOOL	10.54	101 101-43100-221	1
	5			SEW-WIPER BLADES	17.98	602 602-49450-221	1
	6			WT-BELT FOR AIR WASH BLO	72.16	601 601-49400-404	1
INVOICE TOTAL					132.68		
VENDOR TOTAL					132.68		
2072 NORTHERN BUSINESS PRODUCT							
020217	1	2/02/17	2/02/17	WT-OFFICE SUPPLIES/BINDE	118.98	601 601-49440-201	1
	2			ADMIN-NAME TAGS	3.00	101 101-41320-201	1
INVOICE TOTAL					121.98		
VENDOR TOTAL					121.98		
3286 NOVAK, DANA							
020217	1	2/02/17	2/02/17	LIB-1/17 CLEANING	750.00	101 101-45500-310	1
INVOICE TOTAL					750.00		
020217B	1	2/02/17	2/02/17	CTY HALL-1/17 CLEANING	700.00	101 101-41940-310	1
INVOICE TOTAL					700.00		
VENDOR TOTAL					1,450.00		
3348 NYFLOT, DALLAS							
020217	1	2/02/17	2/02/17	AMB-REIMB DOUBLE PAYMENT	2,695.00	201 201-34205	1
INVOICE TOTAL					2,695.00		
VENDOR TOTAL					2,695.00		
2080 ODDEN & ZIMBELMAN							
020217	1	2/02/17	2/02/17	ELEC-LIGHTING REBATE	812.00	604 604-36232	1
INVOICE TOTAL					812.00		
VENDOR TOTAL					812.00		
3349 PETERSON, JEREMIAH							
020217	1	2/02/17	2/02/17	UTIL DEPOSIT REF-J PETER	150.00	604 604-22000	1
	2			UTIL INTEREST REF-J PETE	.96	604 604-49590-602	1
INVOICE TOTAL					150.96		
020217A	1	2/02/17	2/02/17	ELEC-CRED BALANCE REFUND	48.31	604 604-37410	1
INVOICE TOTAL					48.31		
VENDOR TOTAL					199.27		

2270 PLUNKETT'S INC.

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SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
2270 PLUNKETT'S INC.							
5601070	1	2/02/17	2/02/17	CTY HALL-SPRAYING 1/17	60.75	101 101-41940-401	1
				INVOICE TOTAL	60.75		
2290 POSTMASTER							
5601071	1	2/02/17	2/02/17	AMB-SPRAYING 1/17	48.37	201 201-44100-401	1
				INVOICE TOTAL	48.37		
2290 POSTMASTER							
5601072	1	2/02/17	2/02/17	FIRE-SPRAYING-1/17	50.62	101 101-42200-401	1
				INVOICE TOTAL	50.62		
				VENDOR TOTAL	159.74		
2290 POSTMASTER							
020217	1	2/02/17	2/02/17	ADMIN-PERMIT #8-POSTAGE	5,000.00	101 101-41320-202	1
				INVOICE TOTAL	5,000.00		
2290 POSTMASTER							
020217B	1	2/02/17	2/02/17	ADMIN-PERMIT FEE POSTAGE	225.00	101 101-41320-202	2
				INVOICE TOTAL	225.00		
				VENDOR TOTAL	5,225.00		
3350 RAKOW, BRADY							
020217	1	2/02/17	2/02/17	UTIL DEPOSIT REF-B RAKOW	100.00	604 604-22000	1
	2			UTIL INTEREST REF-B RAKO	.34	604 604-49590-602	1
				INVOICE TOTAL	100.34		
				VENDOR TOTAL	100.34		
2446 MARK R SCHUELKE							
2618	1	2/02/17	2/02/17	WT-EQUIP CONTRACT	280.57	601 601-49400-404	1
	2			WT-MAIN REPAIR CONTRACT	60.00	601 601-49430-407	1
				INVOICE TOTAL	340.57		
				VENDOR TOTAL	340.57		
2620 SWENSON NELSON & STULZ PL							
020217	1	2/02/17	2/02/17	CTY ATT-LEGAL FEES 2/17	1,850.00	101 101-41610-304	1
				INVOICE TOTAL	1,850.00		
				VENDOR TOTAL	1,850.00		
2670 GREG THOLE ELECTRIC, INC							
020217	1	2/02/17	2/02/17	ELEC-LIGHTING RETROFIT	200.00	604 604-36232	1
				STAR REBATE			
	2			ELEC-ENERGY STAR REBATE	103.00	604 604-36232	1
				STAR REBATE			
				INVOICE TOTAL	303.00		
				VENDOR TOTAL	303.00		
2908 BETH WESTBY							
020217	1	2/02/17	2/02/17	ADMIN-2ND 1/2 2016 ASESS	7,500.00	101 101-41320-409	1
				INVOICE TOTAL	7,500.00		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					7,500.00		
2940 WESTERN GUARD							
020217	1	2/02/17	2/02/17	COUNCIL-PUBLIC HEARING-S	28.26	101 101-41110-351	1
	2			COUNCIL-LEGAL NOTICE	53.20	101 101-41110-351	1
	3			COUNCIL-SUMMARY BUDGET	129.68	101 101-41110-351	1
	4			EDA-AD-MEETING WITH MAYO	91.13	211 211-46500-342	1
INVOICE TOTAL					302.27		
020217A							
	1	2/02/17	2/02/17	LIQ-ADVERTISING EXP	207.01	609 609-49750-342	1
INVOICE TOTAL					207.01		
VENDOR TOTAL					509.28		
2944 ERIC ASFELD							
1601	1	2/02/17	2/02/17	CTY HALL-AIR FILTER/BRAC	37.50	101 101-41940-404	1
INVOICE TOTAL					37.50		
VENDOR TOTAL					37.50		
3351 ZAHRBOCK FUNERAL HOME							
020217	1	2/02/17	2/02/17	ELEC-LIGHTING RETROFIT	672.00	604 604-36232	1
INVOICE TOTAL					672.00		
VENDOR TOTAL					672.00		
BANK 1 - KLEIN/UNITED PR TOTAL					87,849.00		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					87,849.00		
GRAND TOTALS					87,849.00		

UP CK # 54108-54133

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
100 A-OX WELDING SUPPLY COMPA							
020817	1	2/08/17	2/08/17	AMB-SUPPLIES	117.46	201 201-44100-217	1
				INVOICE TOTAL	117.46		
				VENDOR TOTAL	117.46		
120 ARNESON TIRE SHOP							
020817	1	2/08/17	2/08/17	STR-TIRES	3,200.00	101 101-43100-221	1
				INVOICE TOTAL	3,200.00		
				VENDOR TOTAL	3,200.00		
270 BORDER STATES ELECTRIC SU							
020817	1	2/08/17	2/08/17	ELEC-HEATED VEST	127.18	604 604-49570-193	1
	2			ELEC-POLYMER	497.31	604 604-49570-227	1
	3			ELEC-BLK NYL SCR	.27	604 604-49570-227	1
	4			STR-PHOTOCELL	149.36	101 101-43100-237	1
	5			ELEC-MAINT SUPPLIES	139.31	604 604-49570-227	1
	6			ELEC-SUPPLIES	88.39	604 604-49570-227	1
				INVOICE TOTAL	1,001.82		
				VENDOR TOTAL	1,001.82		
293 BOUND TREE MEDICAL LLC							
8236577	1	2/08/17	2/08/17	AMB-SHEET/OXY MASK	188.85	201 201-44100-210	1
				INVOICE TOTAL	188.85		
				VENDOR TOTAL	188.85		
320 BREHMER MOTOR SUPPLY							
020817	1	2/08/17	2/08/17	WT-SAWZALL BLADE	29.98	601 601-49400-229	1
	2			WT-SCREWDRIVER	24.99	601 601-49430-227	1
	3			ELEC-PARADE LIGHTS	15.00	604 604-49590-342	1
	4			ELEC-KEYS/BROOM HANDLE	20.17	604 604-49570-219	1
	5			WT-CHAIN/SNAPS	7.92	601 601-49400-404	1
	6			PR ARTS-FURNACE FILTER	59.88	101 101-45180-404	1
	7			SEW-GREASE GUN	19.99	602 602-49450-240	1
	8			STR-CHAIN	57.90	101 101-43100-221	1
	9			SK RINK-KEYS/DEADBOLT	44.99	101 101-45127-401	1
	10			STR-1/4 SWIVEL	3.99	101 101-43100-221	1
	11			WT-PUTTY KNIFE	12.48	601 601-49400-240	1
	12			WT-FUNNEL	6.28	601 601-49430-227	1
				INVOICE TOTAL	303.57		
				VENDOR TOTAL	303.57		
642 DAKOTA SUPPLY GROUP							
020817	1	2/08/17	2/08/17	ELEC-METERS	908.00	604 604-49590-539	1
				INVOICE TOTAL	908.00		
				VENDOR TOTAL	908.00		
736 ERICKSON CHEVROLET							

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
020817	1	2/08/17	2/08/17	736 ERICKSON CHEVROLET ELEC-VEHICLE CONTRACT	42.50	604		604-49570-405	1
				INVOICE TOTAL	42.50				
				VENDOR TOTAL	42.50				
1958	1	2/08/17	2/08/17	783 F.I.R.E. FIRE-LP EMERGENCIES	750.00	101		101-42200-180	1
				INVOICE TOTAL	750.00				
2016	1	2/08/17	2/08/17	FIRE-FIRE PREV EDUCATION	550.00	101		101-42200-180	1
				INVOICE TOTAL	550.00				
				VENDOR TOTAL	1,300.00				
020817	1	2/08/17	2/08/17	811 FRONTIER COMM OF MN WT-PHONE 1/17	39.94	601		601-49400-321	1
				INVOICE TOTAL	39.94				
020817A	1	2/08/17	2/08/17	ELEC-LONG DISTANCE 1/17	5.91	604		604-49570-321	1
	2			WT-LONG DISTANCE 1/17	1.08	601		601-49400-321	1
	3			LIQ-LONG DISTANCE 1/17	.64	609		609-49750-321	1
				INVOICE TOTAL	7.63				
				VENDOR TOTAL	47.57				
020817	1	2/08/17	2/08/17	810 G & K SERVICES SEW/STR-BOX OF RAGS/MAT	8.54	602		602-49450-219	1
	2			SEW/STR-BOX OF RAGS/MAT	70.00	101		101-43100-209	1
				INVOICE TOTAL	78.54				
				VENDOR TOTAL	78.54				
0208017	1	2/08/17	2/08/17	3244 VAL HALVORSON ADMIN-MILEAGE EXP	167.99	101		101-41320-331	1
	2			ADMIN-MEAL EXP	33.51	101		101-41320-331	1
	3			ADMIN-LODGING EXP	283.18	101		101-41320-331	1
				INVOICE TOTAL	484.68				
				VENDOR TOTAL	484.68				
020817	1	2/08/17	2/08/17	3267 HIBMA, PETER AMB-NATIONAL REG TEST	80.00	201		201-44100-180	1
	2			AMB-MILEAGE TO EMT CLASS	1,030.84	201		201-44100-180	1
				INVOICE TOTAL	1,110.84				
				VENDOR TOTAL	1,110.84				
11237	1	2/08/17	2/08/17	3353 INN ON LAKE SUPERIOR AMB-HOTEL/CONF	355.29	201		201-44100-180	1
				INVOICE TOTAL	355.29				
				VENDOR TOTAL	355.29				

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
020817			1181	JUBILEE FOODS					
	1	2/08/17	2/08/17	CTY HALL-TISSUE	48.92	101		101-41940-219	1
	2			STR-TISSUE	48.92	101		101-43100-209	1
				INVOICE TOTAL	97.84				
				VENDOR TOTAL	97.84				
020817			1326	LQP CO-OP OIL					
	1	2/08/17	2/08/17	ELEC-FUEL EXP	42.32	604		604-49570-212	1
	2			STR-FUEL EXP	935.00	101		101-43100-212	1
	3			STR-FUEL EXP	64.00	101		101-43100-212	1
	4			WT-FUEL EXP	66.00	601		601-49400-212	1
	5			SEW-FUEL EXP	199.00	602		602-49450-212	1
	6			ELEC-FUEL EXP	135.25	604		604-49570-212	1
				INVOICE TOTAL	1,441.57				
				VENDOR TOTAL	1,441.57				
020817			1520	LUND IMPLEMENT CO.					
	1	2/08/17	2/08/17	STR-WIPER/BLADE	47.96	101		101-43100-221	1
	2			ELEC-OIL/HOSE	29.94	604		604-49570-404	1
				INVOICE TOTAL	77.90				
				VENDOR TOTAL	77.90				
020817			1623	MADISON WELDING & REPAIR					
	1	2/08/17	2/08/17	STR-PAYLOADER REPAIRS	340.00	101		101-43100-404	1
	2			WT-SHELF LEG REPAIRS	104.69	601		601-49400-404	1
				INVOICE TOTAL	444.69				
				VENDOR TOTAL	444.69				
693130			1927	MINNESOTA ELEVATOR					
	1	2/08/17	2/08/17	CTY HALL-ELEVATOR CHECK	239.35	101		101-41940-404	1
				INVOICE TOTAL	239.35				
693509									
	1	2/08/17	2/08/17	LIB-ELEVATOR CHECK 2/17	230.29	101		101-45500-404	1
				INVOICE TOTAL	230.29				
				VENDOR TOTAL	469.64				
3897			1960	MISSOURI RIVER ENERGY SER					
	1	2/08/17	2/08/17	ELEC-SCHOOL KIT(EDUCATIO	722.52	604		604-49590-342	1
				INVOICE TOTAL	722.52				
				VENDOR TOTAL	722.52				
020817			3138	MN SECRETARY STATE-NOTARY					
	1	2/08/17	2/08/17	ADMIN-NOTARY APPLICATION	120.00	101		101-41320-437	1
				INVOICE TOTAL	120.00				
				VENDOR TOTAL	120.00				

1541 MVTL LABORATORIES INC

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
849158	1	2/08/17	2/08/17	1541 MVTL LABORATORIES INC SEW-REGULAR TESTING	110.00	602 602-49450-409	1
				INVOICE TOTAL	110.00		
				VENDOR TOTAL	110.00		
020817	1	2/08/17	2/08/17	2095 OLSON SANITATION SANIT-HAULING FEE-1/17	8,962.94	603 603-49500-409	1
	2			SANIT-TIPPING-1/17	4,471.68	603 603-49500-384	1
				INVOICE TOTAL	13,434.62		
				VENDOR TOTAL	13,434.62		
9022167	1	2/08/17	2/08/17	2286 POWER SYSTEM ENGINEERING ELEC-ENGINEERING	2,927.50	604 604-49590-303	1
				INVOICE TOTAL	2,927.50		
				VENDOR TOTAL	2,927.50		
020817	1	2/08/17	2/08/17	2416 RURAL SOLUTIONS INC AMB-LASERJET/PAPER	300.75	201 201-44100-320	1
				INVOICE TOTAL	300.75		
				VENDOR TOTAL	300.75		
2617	1	2/08/17	2/08/17	2446 MARK R SCHUELKE AMB-POWER CORD/LIGHT	298.47	201 201-44100-380	1
				INVOICE TOTAL	298.47		
				VENDOR TOTAL	298.47		
020817	1	2/08/17	2/08/17	1100 STUART C IRBY CO ELEC-TESTING CHARGE BLAN	30.35	604 604-49570-404	1
				INVOICE TOTAL	30.35		
				VENDOR TOTAL	30.35		
				BANK 1 - KLEIN/UNITED PR TOTAL	29,614.97		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	29,614.97		
				GRAND TOTALS	29,614.97		