

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**

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

**Monday, April 24, 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 April 10, 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 Investment Balance - March 31, 2017 - receive           | Page 5  |
| B. | Grand Theatre News Release – receive                         | Page 6  |
| C. | LqP EDA Director Operations report March/April 2017– receive | Page 7  |
| D. | Regular Drill Meeting – March 20, 2017 – receive             | Page 9  |
| E. | PioneerLand Board Agenda – April 20, 2017 – receive          | Page 10 |
| F. | EDA minutes – April 14, 2017 – receive                       | Page 11 |
| G. | Mobile 311 report – March 2017 – receive                     | Page 13 |
| H. | Liquor Store Report – March 2017 – receive                   | Page 15 |

A MOTION may be in order to accept the reports and/or authorize the actions requested. (Council)

**6. UNFINISHED AND NEW BUSINESS**

Page 16

A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)

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

Page 17

C. Frontier VoIP Phone System Proposal. Mike Burnham, Jon Witte. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 18

D. Approval of RO Membrane purchase. A DISCUSSION and MOTION may be in order. (Manager, Council)

E. Airport Commission Report – Conroy. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 19

F. Approval of Independent Contractor Agreement – Richard Adams. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 22

G. Hazardous House Demolition Request – 503 Hopkins Street - LqP Ag Society. A DISCUSSION and MOTION may be in order. (Manager, Council)

H. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)

**7. MANAGER REPORT (Manager)**

- Small Cities Update – DEED

Page 29

**8. MAYOR/COUNCIL REPORTS (Mayor/Council)**

**9. AUDITING CLAIMS**

Page 33

A copy of the Schedule Payment Report of bills submitted April 10, 2017 through April 24, 2017 is attached for approval for Check No. 54416 through Check No. 54464. A MOTION is in order.

**10. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
REGULAR MEETING  
APRIL 10, 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, April 10, 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 (arrived at 5:10 p.m.). Also present were: City Manager Val Halvorson, City Attorney Rick Stulz, and City Clerk Kathleen Weber.

**AGENDA**

Upon motion by Zahrbock, seconded by Meyer and carried, the Agenda was approved as amended. Additions to the agenda include Monnens Excavating bills, VFW On-Sale Beer License, and stop sign request. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Volk, seconded by Zahrbock and carried, minutes of the March 27, 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.

**EXCESS LIABILITY COVERAGE**

At this time, Ryan Young and Gary Omland of Klein Agency approached Council to discuss an option to purchase an extra \$1 million in liability insurance coverage at a cost of \$4,075. At present, the City has \$2 million in coverage and has not purchased the additional insurance in the past. After further discussion, Council decided not to purchase the additional liability coverage at this time. Mr. Young informed Council that the League of MN Cities Insurance Trust disbursed its largest dividend ever and that almost all cities are a member of the trust.

**CITY ENGINEER'S REPORT:**

**Street Sealcoat & Crack Sealing:**

City Engineer Phil DeSchepper presented Council with construction plans for the City's 2017 & 2018 Sealcoat & Crack Sealing Project and indicated that the advertisement for bids could appear in the April 19th issue of The Western Guard with a bid opening date of May 2<sup>nd</sup>, 2017. The contractors will be given an option to bid the project in two parts, 2017 and 2018, or bid the entire project at once. An option should also be included for the city to pick up and keep the pea rock. After further discussion, upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 17-19** titled "Resolution

approving plans and specifications and ordering advertisement for bids for the 2017 & 2018 Sealcoat and Crack Sealing Project” was adopted. A complete copy of Resolution 17-19 is contained in City Clerk’s Book #8.

### **CITY COUNCIL CHECKLIST**

Council reviewed the City Council Checklist.

**Theatre Seats:** Councilmember Meyer informed Council that the new theatre seats will be delivered May 22<sup>nd</sup> and the old ones are available for free to anyone that wants them. Organizations that are looking for service projects may be asked to help with seat removal.

**City Garage:** City Manager Halvorson informed Council that Public Works Coordinator Boomer Fernholz has suggested power washing and painting the city garage by the Post Office. It was questioned whether the exterior could be finished off similar to the Grand Theatre or M. Weber Photography buildings.

**Broadband Exploration:** City Manager Halvorson informed Council that the Broadband Committee will be meeting in the near future. Councilmember Conroy noted that if a customer asks MediaCom or Frontier for better internet speeds, they do have them.

### **LQP COUNTY SHERIFF’S REPORT**

Council was informed that Interim Sheriff Lou Sager is unable to be here tonight and will report at a later date.

### **CHAMBER FIREWORKS**

Upon motion by Conroy, seconded by Zahrbock and carried, Council acknowledged receipt of a copy of the City’s Application/Permit for Display of Fireworks/Pyrotechnic Effects which is sponsored by the Madison Chamber of Commerce on July 4<sup>th</sup>. Councilmember Meyer noted that the City of Madison and the Chamber of Commerce are included as an additionally insured on J & M Displays Inc. liability insurance policy.

### **PARK AVENUE BOARD**

Upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 17-05-02** titled “Resolution ratifying council boards & commission appointments” was adopted. This resolution would provide for the appointment of Judi Nelson to the Housing & Redevelopment Authority (Park Avenue apartments) to fill the unexpired term of Dale Olson through December, 2017. A complete copy of Resolution 17-05-02 is contained in City Clerk’s Book #8.

### **CONDITIONAL USE PERMIT**

Council acknowledged receipt of minutes of the Planning & Zoning Commission public hearing held on April 6, 2017, in regards to a Conditional Use Permit Application received from Justin Weber for the construction of a storage garage on property he owns at 421 8<sup>th</sup> Avenue. Councilmember Meyer noted that no one was in attendance at the hearing to voice their opposition. After further discussion, upon motion by Volk, seconded by Conroy and carried, Council accepted the recommendation of the Planning & Zoning Commission and approved the issuance of a Conditional Use Permit to Justin Weber.

### **COMMITTEE UPDATES**

**Park Board:** Council acknowledged receipt of the unapproved minutes of the Park Board meeting held on March 29, 2017. The Park Board reviewed and prioritized projects with emphasis being put on crack repair and repainting of the basketball and tennis courts at Slen Park. A second quote will be obtained and Park Board requested that they be presented to City Council for consideration. Park Board Member Julie Hill requested that the lights remain on longer during evening hours at the Slen Park courts. City Manager Halvorson told council that the concrete sidewalk at the softball field concession stand is sinking into the building. Councilmember Conroy mentioned getting signs at the Jacobson Park similar to those at Slen Park. Councilmember Meyer mentioned an idea that the Chamber, City, and/or service organizations have a “drive-through” Christmas lighting display at Jacobson Park.

**General Government:** Council was informed that the General Government Committee met to discuss the City’s 2017 wage and benefit package only and noted that more work will be done over the next 3-4 months with the Compensation Study performed by George Gmach Consulting in an attempt to create a new wage schedule that will work for many years going forward. It was noted that the General Government Committee recommended a 2% cost-of-living increase along with the 2017 step increase in accordance with the existing schedule. Councilmember Meyer expressed his opinion that all council members should be included in the discussions of the new wage schedule.

### **WAGE SCHEDULE 2017**

Upon motion by Meyer, seconded by Thole and carried, **RESOLUTION 17-20** titled “Resolution Establishing Assignment of Wage Increase Schedule 2017” was adopted. This resolution would provide for a 2% cost-of-living increase in addition to a merit adjustment for those employees still eligible for that increase. It was noted that this increase would be available to city employees with one year or more of service to the City. A complete copy of Resolution 17-20 is contained in City Clerk’s Book #8.

### **MADISON MEMORIAL FIELD PARK SHELTER BID**

Upon motion by Zahrbock, seconded by Conroy and carried, Council approved an estimate in the amount of \$11,900 from Eric Clark for the construction of a 20’ x 24’ park shelter at the Madison Memorial Field.

### **BLOCK 48 DEMOLITION**

Upon motion by Zahrbock, seconded by Volk and carried, Council approved partial payment to Monnens Excavating in the amount of \$30,000 for demolition work completed on the Block 48 Project. An additional invoice in the amount of \$480 was approved for hauling of materials that could not go to the county landfill. Monnens has some decorative steel beams and limestone that the City should keep.

### **VFW POST 1656 ON-SALE BEER PERMIT**

Upon motion by Meyer, seconded by Zahrbock and carried, Council approved the issuance of an On-Sale Beer Permit to the Madison VFW Post 1656 for sale of beer at the Madison Speedway during the 2017 racing season.

### **STOP SIGN**

Councilmember Zahrbock suggested that a stop sign be installed at the intersection of 4th Street and 3<sup>rd</sup> Avenue near the school playground. City Manager Halvorson recommended that all requests for traffic signs be referred to the Lac qui Parle County Sheriff’s Office. She would like to have a process in place

so that signs are not just put up in a random fashion. Interim Sheriff Sager will be at the next meeting so this matter could be discussed at that time.

### **MAYOR/COUNCIL REPORTS**

#### **Madison Arts Council:**

Councilmember Meyer indicated that the Madison Arts Council would like to know the State's position relating to set back on Highway 40 at 6<sup>th</sup> Avenue in Block 48 where commercial buildings have been demolished. City Attorney Stulz noted that the Madison Arts Council and/or City would need to submit an application to the State and they would make a determination at that time based on the application details. Councilmember Zahrbock noted an individual interested in donating trees to be planted in Block 48.

#### **Firearms Ordinance:**

Councilmember Conroy reported a resident's complaint that the City's new firearms ordinance will prevent him from practicing archery in his back yard. City Attorney Stulz noted that the ordinance has to apply to the entire city as it would be difficult to make exceptions in each case. It was noted that the resident would need to find a location outside city limits for archery practice, and that the LqP Sheriff's Office would respond to firearm violations as it is a public safety issue.

### **DISBURSEMENTS**

Upon motion by Meyer, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between March 28<sup>th</sup> and April 10th, 2017. These disbursements include United Prairie Check Nos. 54359-54406.

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

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Greg Thole – Mayor

#### **ATTEST:**

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Kathleen Weber – City Clerk

**Cash and Investment Balances**  
**Date: March 31, 2017**

<b>Fund</b>	<b>Acct No.</b>	<b>Cash Balance</b>	<b>Acct No.</b>	<b>KleinBank MM</b>	<b>Acct No.</b>	<b>First Empire</b>	<b>Acct Number</b>	<b>Cetera</b>	
General Fund	101-10100	\$ 538,174.68	101-10107	\$ 103,706.94	101-10111	\$ 100,000.00	101-10112	\$ -	\$ 741,881.62
Ambulance Fund	201-10100	\$ 46,961.44	201-10107	\$ -	201-10111	\$ -	201-10112	\$ 200,000.00	\$ 246,961.44
EDA Fund	211-10100	\$ 31,928.20	211-10107	\$ -	211-10111	\$ -	211-10112	\$ -	\$ 31,928.20
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	\$ 3,297.11	308-10107	\$ -	308-10111	\$ -	308-10112	\$ -	\$ 3,297.11
Inf. Replace. DS	350-10100	\$ (106,530.02)	350-10107	\$ -	350-10111	\$ -	350-10112	\$ -	\$ (106,530.02)
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	\$ (173,724.13)	402-10107	\$ -	402-10111	\$ -	402-10112	\$ -	\$ (173,724.13)
Water Tower Proj	403-10100	\$ 11,805.99	403-10107	\$ -	403-10111	\$ -	403-10112	\$ -	\$ 11,805.99
Water Fund	601-10100	\$ 103,425.98	601-10107	\$ -	601-10111	\$ -	601-10112	\$ -	\$ 103,425.98
Sewer Fund	602-10100	\$ 156,953.43	602-10107	\$ -	602-10111	\$ 400,000.00	602-10112	\$ -	\$ 556,953.43
Sanitation Fund	603-10100	\$ 120,663.71	603-10107	\$ -	603-10111	\$ -	603-10112	\$ -	\$ 120,663.71
Electric Fund	604-10100	\$ 377,075.61	604-10107	\$ -	604-10111	\$ 1,800,000.00	604-10112	\$ -	\$ 2,177,075.61
Storm Sewer Fund	605-10100	\$ 22,148.88	605-10107	\$ -	605-10111	\$ -	605-10112	\$ -	\$ 22,148.88
Liquor Fund	609-10100	\$ 53,156.30	609-10107	\$ -	609-10111	\$ -	609-10112	\$ -	\$ 53,156.30
Eastview Fund	614-10100	\$ 387.10	614-10107	\$ -	614-10111	\$ 100,000.00	614-10112	\$ -	\$ 100,387.10
Reserve Fund	851-10100	\$ 381,172.69	851-10107	\$ -	851-10111	\$ -	851-10112	\$ 400,000.00	\$ 781,172.69
		\$ 1,606,201.11		\$ 103,706.94		\$ 2,499,000.00		\$ 600,000.00	\$ 4,808,908.05
SCDP Rev Loan	202-10103	\$ 60,207.87		\$ -		\$ -		\$ -	\$ 60,207.87
EDA Rev Loan Fund	212-10105	\$ 145,142.36		\$ -		\$ -		\$ -	\$ 145,142.36
EDA Dwn Pay Fund	213-10105	\$ 0.68		\$ -		\$ -		\$ -	\$ 0.68
Select Account	850-10102	\$ 4,990.98		\$ -		\$ -		\$ -	4990.98
Grand Total Cash and Investments									\$ 5,019,249.94

Maynard Meyer and Kris Kuechenmeister, co-managers of the Grand Theatre in Madison, have announced that the new seats will be arriving on May 22nd. This is the culmination of an approximately \$45,000 fundraising project which has been going on for the past couple of years.

150 new black rockers will be installed in theater one and 80 new seats will go into theater two. The top two rows in theater two will be expanded to allow more leg room for taller customers who have been a bit cramped in the past!

The Grand will be closed the week prior to installation of the new seats to allow for removal of the old seats and preparation for the new ones. A local 4-H club and other volunteers have offered to assist and all help would be appreciated. A work night or two will be announced as the date draws closer.

Many of the old art deco seats have been sold, there are a few remaining so anyone interested should contact the theatre office in the radio station building at 320 598-7301. The newer red seats are also for sale for a very low cost. Buy three or buy a row for \$5.00 per seat.

Fundraising continues to be sure all costs are covered. If you are interested in contributing the cause, make checks payable to the City of Madison (put Grand seats on the memo line) and send to P.O. Box 70, Madison, Minnesota, 56256. A gofundme.com page is still set up if you wish to give on line. Go to the site and search Grand Theatre, Madison, Minnesota. A minimum \$200 contribution will get your name on a small plaque on one of the new seats!

Meyer says, "It's great to see public support continue to keep this community owned theatre in operation, all contributions are greatly appreciated". Again, any questions on the project should be directed to 320 598-7301.

Incidentally, the seats are being purchased from and installed by the Irwin Seating Company which is the same company that installed the seats at U.S. Bank Stadium, the Xcel Energy Center and many other professional venues.



## **Operations Report Mid-March to Mid-April 2017**

**Pamela J. Ellison**

From Mid-March to Mid-April there was much to do in the office. Catching up with documentation and mountains of filing that never seems to go away. I had time to sort through some of the items that need archiving this year.

- I wrote a successful grant for additional funding for a college intern and now the search is on to find that person.
- I have reached out to the Granite Falls and Canby Minnesota west campuses as well as the Department of Small Cities and Towns in Morris to see if we can find someone to assist me with the summer intern this year.
- In addition to this, I took some time to work with Jessica Beyer to discuss how we can get traction on the Childcare issue that is still looming large in our county and region.
  - Her organization is presenting a webinar next week on the 24<sup>th</sup> to discuss the next steps that her organization, First Children's Finance can to assist counties that are ready to commit to taking real steps towards providing more childcare options in their areas.
  - I reached out to the city managers, school district contact, local hospitals and other interested people to participate in this webinar on the 24<sup>th</sup> of this month. Stay tuned next month for more information on this effort.
- I was invited by Preservation Association of Minnesota, a group that works with rehabilitation and restoration of older buildings in towns and cities who convened a meeting with their metro staff to learn more about the need for restoration and rehab in Minnesota's rural areas.
  - As you may recall, last year I worked with Neil Linscheid from the U of M Extension Office in Marshall to catalog all of the vacant and abandoned commercial buildings in Lac qui Parle County. He was able

- to visit every town and city in the County and took pictures and provided the information to the UMVRDC for the five county area.
- This group wanted to hear about some of the buildings in the Granite Falls and Clarkfield areas, as they were less familiar with these buildings.
  - It was a great opportunity to share the need we have out here with the Metro staff, and they began to see that it would be important to train more of their staff in working in the rural areas and with folks that are local.
- On March 30<sup>th</sup> I was asked to participate in a video interview with Patrick Moore from Pioneer Television to talk about what lead me to move from the metro area to our region. This was done to promote recruitment in the area on a special project her wrote a grant for that will bring out bus tours of those in the metro area looking for work to come and tour the area.
    - On the bus on the way up this video as well as many of the Postcards videos produced in the past by Pioneer Television will be played to the passengers on the way up to our area, and they will tour businesses that have agreed to participate in an effort to recruit new people to our area.
  - I also attended a one day conference in Worthington related to Agricultural businesses and organizations. There were great presentations given particularly in the advancement of DNA splicing in DNA structures of plants and animals for positive effects. There are also great concerns with how far this DNA augmentation should be taken.
  - I attended the Chamber Meetings of both Madison and Dawson this month and became a member of Kiwanis and went to one meeting. I told Kiwanis that I was happy to join, but may only be able to make it to one or two lunch meetings a month due to my schedule of activities.
  - The USDA Grant Application was completed and sent into Paul Pierson at the USDA Office in Worthington on April 12<sup>th</sup>.

Respectfully submitted,

Pamela J. Ellison

Regular Drill Meeting  
3/20/2017

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

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

Gary Hansen gave the treasurers report and it was approved as read.

Emergency calls for the past month:

1. March 11<sup>th</sup> – smoke in apartment at Country Crossings

Training report:

- Township Board Supper was held tonight instead of training.
- April training – trying to line up wild land fire training if possible.
- House burn training will be held on Saturday, April 22<sup>nd</sup>.

Next training meeting – April 4<sup>th</sup>, next regular meeting – April 17<sup>th</sup>.

Hall Duties for April – Randy Hansen and Scott Schake.

A new vacuum has been purchased for the hall.

The next West Central meeting is scheduled to be in Hanley Falls in May.

The Dawson house burn training went well.

On Tuesday, March 28<sup>th</sup> at 5:30 Mitch needs 2 or 3 volunteers to help with fire safety training at the Madison Library

Truck foreman – please go through your trucks thoroughly and let Mitch know as soon as possible of any repairs that need to be made.

No word has been received yet in regards to the 2017 FEMA grant.

A Relief Association meeting is needed to discuss what the department wants to do in regards to pull tabs.

Motion was made by Brian Tebben to adjourn meeting seconded by Gary Hansen, carried.

Don Tweet  
Secretary

**PIONEERLAND LIBRARY SYSTEM BOARD MEETING**  
**THURSDAY, APRIL 20, 2017**

Second Floor Multipurpose Room, Willmar Public Library

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

**6:30 p.m. Finance Committee (PLS Headquarters, Room 216)**

**7:00 p.m. Board Meeting**

**Agenda**

- |  |        |
|--|--------|
| I. Call to order (Antony)  |        |
| II. Roll Call/Introductions  |        |
| III. Approval of agenda  | Action |
| IV. Approval of January 19, 2017 Board Minutes                         | Action |
| And March 16, 2017 Exec/Finance Minutes                                |        |
| <hr/>  |        |
| V. 2016 Audit Presentation (Travis Steffensen, Westberg Eischens PLPP) |        |
| VI. Committee Reports  |        |
| A) Finance Committee (Housman)   |        |
| 1) March 2017 financial report   | Action |
| 2) Approval of bills and check registers                               | Action |
| B) Personnel Committee (Antony)  |        |
| 1) New Hires:  | Action |
| Reva Weber, Library Asst. II, Benson                                   |        |
| 2) Executive Director Review   | Action |
| VII. Old Business  |        |
| 1) Annual Report Summary – A Year in Review                            | Info   |
| VIII. New Business   |        |
| 1) PLS staff – capped salaries   | Action |
| IX. Director's Report  |        |
| 1) Legislative Update  | Info   |
| X. Other:  |        |
| A) Future Meeting Dates:   |        |
| 1) <b>Next Board meeting is scheduled for June 15 @ 7:00 p.m.</b>      |        |
| 2) Executive/Finance Meetings: May 18 & July 20, 6:00 p.m.             |        |
| XI. Adjournment  |        |

**CITY OF MADISON  
MINUTES OF THE  
MADISON ECONOMIC DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
Friday, April 14, 2017 – 12:00 p.m.**

Pursuant to due call and notice thereof, a special meeting of the Madison Economic Development Authority was conducted at 12:00 p.m. on Friday, April 14, 2017 at the Madison Municipal Building.

Members in attendance: Dave Amundson, Dean Solem, Jim Connor, Greg Monson, and Maynard Meyer. Members Absent: Scott Wanner and Greg Thole. Also in attendance were: City Attorney Rick Stulz and City Manager Val Halvorson.

President Amundson called the meeting to order.

**APPROVAL OF AGENDA**

Upon motion by Monson, seconded by Solem and carried, the agenda was approved. All agenda items are hereby placed on the table for discussion.

**PROJECT PRIORITIZATION**

City Manager Halvorson and Scott Marquardt of the SW Initiative Foundation reviewed with EDA their attempts to prioritize the results of the Community Collaboration held in January, 2017. The focus areas they highlighted include business retention/entrepreneurship/new business; daycare; commercial rehabilitation; and activities/community center. If the EDA agrees with these four focus areas, Mr. Marquardt will compile a written report to be used as a tool in moving ahead. Mr. Marquardt suggested that rehabilitation of the M-M-N Elementary School building may be a way to preserve the elementary school, incorporate a daycare center and activity center. He noted that, if the EDA agrees with this concept, it would be a good idea to have someone who has done this before come out and look at the building. They would be able to help us “ask the right questions” and consider all options. M-M-N Elementary is an active school and is it being used to its full potential? After further discussion, EDA gave the go ahead to compile a report to include the four focus areas and consider looking at the M-M-N Elementary School as a possible future location for the elementary school, daycare center, and activity center.

**DELINQUENT EDA LOANS/ACCOUNTS**

**Lou’s Lodge:**

City Manager Halvorson requested Dean Solem to update EDA on the status of Lou’s Lodge, being operated by Ron Sorenson. Solem informed EDA that Ron Sorenson has a delinquent loan balance at United Prairie Bank, and that the bank has fronted additional dollars for an appraisal and delinquent utility bills. In the near future, the bank may be looking at foreclosure proceedings. Solem is wondering if the EDA wanted to get involved at some point in order to ensure that the City has a motel. EDA noted that besides the \$60,000 plus in loan dollars Mr. Sorenson received, the EDA also invested in the project by purchasing and moving in the new portion of the motel. Discussion was held regarding various scenarios that could take place; and it was noted that after United Prairie Bank gets the appraisal results on the motel; Dean Solem and City Attorney Rick Stulz should start discussions on options and present information to EDA at its regular meeting on May 1, 2017.

**Natalie Witte:**

City Manager Halvorson informed EDA that utility service to the building purchased by Natalie (Witte) Collom for a commercial printing business has been disconnected for non-payment. Halvorson had been contacted by Ryan Schmidt who said that he provides the same service. EDA directed Halvorson to order signs from Ryan Schmidt as it needs to get done.

**ADJOURNMENT**

There being no further business, meeting adjourned at 1:00 p.m.

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Dave Amundson, EDA President

ATTEST:

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Kathleen Weber, City Clerk

# MARCH 2017 MOBILE 311 REPORT

Status	Address Number	Street Name	Work Type	Date Flagged	Flagged By	Modified Date	Last Modified By	Description	Comments
Complete	301	3RD AVE	Code Enforcement -	3/30/2017 11:29:40 AM	Dennis.Vond erharr	3/30/2017 11:29:41 AM	Dennis.Von s.Von	evergreen tree	evergreen tree branches obstructing sidewalk traffic has been removed.
Complete		no address	Street Light Out - Electric	3/24/2017 11:11:32 AM	linedept	3/24/2017 11:11:33 AM	linede pt	PUT UP LED LIGHT AT WWTP	
Complete	2355	241 ave	Maintenance	3/23/2017 11:32:57 AM	Dennis.Vond erharr	3/23/2017 11:32:58 AM	Dennis.Von s.Von	Roots Blowers	changed oil on #1 at 3691 hrs. changed oil on #2 at 3256 hrs.
New Request		no address	Backup	3/23/2017 11:25:56 AM	Dennis.Vond erharr	3/23/2017 11:25:56 AM	Dennis.Von s.Von		
Complete	506	6TH ST	Electric - Other	3/17/2017 8:16:15 AM	Angie.Amlan d	3/22/2017 9:43:41 AM	Angie.Amlan d	Prairie Arts Center-Roof leaking in balcony. Tom checked it and looks like it will need professional repair	Justin Weber Construction repaired roof leak on 3/21/2017
Complete	273	8TH AVE S	Electric - Other	3/16/2017 2:39:15 PM	linedept	3/21/2017 1:36:40 PM	linede pt	REPLACING ALL OF THE 250HPS ST.LIGHTS WITH NEW LED LIGHTS FROM MINN-KOTA TRUCKING TO ERICKSON AUTO. 10 NEW LIGHT IN ALL.	
Complete	717	2ND AVE	Outage	3/16/2017 2:35:20 PM	linedept	3/16/2017 2:36:15 PM	linede pt	JAN BENDLE THOUGHT SHE HAD LOW VOLTAGE, BUT EVERYTHING CHECKED OUT.	
Complete	706	8TH ST	Street Light Out - Electric	3/16/2017 2:32:40 PM	linedept	3/16/2017 2:32:41 PM	linede pt	FIXED ST.LIGHT THAT WAS OUT	
Complete	201	1ST ST	Other - Water	3/14/2017 11:22:25 AM	betty.che r	3/14/2017 11:22:26 AM	betty. cheste	wtp ro	replaced ro prefilters
Complete	211	6TH AVE	Cleaning	3/10/2017 9:34:27 AM	Dennis.Vond erharr	3/10/2017 9:39:28 AM	Dennis.Von s.Von derhar	sanitary sewer behind Pantry Cafe	call from dave pillatzki working on pantry café sewer. Jetted and cleaned sewer from 2nd St. to 3rd. St. A lot of sludge in sewer line removed.
Complete	0	No Geocode	Streets - Other	3/9/2017 11:31:33 AM	Allan.Thomp son	3/9/2017 11:31:34 AM	Allan. Thom	03/08/2017 pickup branches on streets	
Complete	0	No Geocode	Sweeping	3/8/2017 10:31:16 AM	Allan.Thomp son	3/8/2017 10:31:17 AM	Allan. Thom		Left finished sweeping these streets 5th 4th 3rd and 2nd on 03/06/2017
Complete	2355	241 ave	Maintenance	3/6/2017 2:34:27 PM	Dennis.Vond erharr	3/17/2017 3:22:03 PM	Dennis.Von s.Von	office cabinets	drawers and cabinets painted
Complete	0	No Geocode	Sweeping	3/2/2017 11:18:48 AM	Allan.Thomp son	3/2/2017 11:18:49 AM	Allan. Thom	on 2/27/2017 sweep avenues 1st western central eastern evergreen and Parkview In	
Complete	201	1ST ST	Other - Water	2/28/2017 8:44:14 AM	dean.broin	3/3/2017 9:50:49 AM	betty. cheste	WTP air compressor	change oil on air compressor, two separate pumps.

Complete	2355	241st ave	Maintenance	2/10/2017 1:56:33 PM	Dennis.Vond erharr	3/17/2017 3:21:35 PM	Dennis.Von	WWTP shelving	Assembling shelving for storing various items.
Complete	201	1ST ST	Other - Water	2/7/2017 8:40:41 AM	dean.broin	3/3/2017 9:49:57 AM	betty. cheste	WTP fluoride line	Broken fitting on fluoride line. Replaced fitting and old piping.
Complete	201	1ST ST	Other - Water	2/2/2017 8:31:29 AM	dean.broin	3/3/2017 9:50:31 AM	betty. cheste r	Work at WTP	Taking down shelves to move them where dehumidifier was and to have them remodified to support the weight that is put on them. Also going through misc items collected over time. discarding things not needed, reorganizing everything else.
City Attorney	409	8th Ave	Hazardous House	4/22/2016 2:40:58 PM	madison@ci .madison.m n.us	3/1/2017 11:00:14 AM	madison@ci .madison.m n.mn	Home appears hazardous and is in need of repair. Across from Caseys	Need to send letter RS sent notice 5/24/16 to MJP holdings -see notes section 2/13/17 added photos -notes added 3/1/17

**CITY OF MADISON  
MUNICIPAL LIQUOR STORE**

**LIQUOR DISPENSARY REPORT  
Statement for the month of March 2017**

<b>SALES</b>	<b>2016</b>	<b>2017</b>	<b>% of Sales</b>	<b>2016 YTD</b>	<b>2017 YTD</b>	<b>% of Sales</b>
Liquor	9,350.11	10,496.91	34.15%	26,460.06	29,148.40	33.50%
Beer	21,640.52	19,940.95	64.87%	59,425.25	57,027.20	65.55%
Mix, Ice, Etc.	363.80	302.52	0.98%	1,004.64	825.95	0.95%
<b>TOTAL SALES</b>	<b>31,354.43</b>	<b>30,740.38</b>	<b>100.00%</b>	<b>86,889.95</b>	<b>87,001.55</b>	<b>100.00%</b>
<b>COST OF SALES</b>						
Inventory at 1st of month	44,419.26	38,406.05	124.94%	125,171.91	103,340.37	118.78%
Purchases	22,618.76	22,720.84	73.91%	62,935.63	68,630.30	78.88%
Freight	171.00	206.80	0.67%	530.20	522.80	0.60%
Inventory at end of month	46,013.72	40,584.19	132.02%	130,434.00	113,845.67	130.85%
<b>TOTAL COST OF SALES</b>	<b>21,195.30</b>	<b>20,749.50</b>	<b>67.50%</b>	<b>58,203.74</b>	<b>58,647.80</b>	<b>67.41%</b>
<b>GROSS PROFIT</b>	<b>10,159.13</b>	<b>9,990.88</b>	<b>32.50%</b>	<b>28,686.21</b>	<b>28,353.75</b>	<b>32.59%</b>
<b>OPERATING EXPENSE</b>						
Labor	5,877.16	6,162.31	20.05%	13,565.20	14,295.52	16.43%
PERA	107.81	122.36	0.40%	266.56	297.48	0.34%
FICA	449.62	471.44	1.53%	1,037.80	1,093.67	1.26%
Mandatory Medicare	0.00		0.00%	0.00	0.00	0.00%
Worker's Compensation	0.00		0.00%	0.00	0.00	0.00%
City Health Insurance	424.58	424.58	1.38%	1,273.74	1,273.74	1.46%
General Supplies	0.00		0.00%	0.00	0.00	0.00%
* Audit Service	83.34		0.00%	250.02	0.00	0.00%
Dues & Subscriptions	0.00		0.00%	391.00	391.00	0.45%
Licenses & Taxes	0.00		0.00%	0.00	0.00	0.00%
Telephone	114.14	123.18	0.40%	301.03	311.45	0.36%
Advertising	209.26	312.25	1.02%	1,208.79	951.26	1.09%
Utilities	269.32	617.04	2.01%	810.85	1,536.54	1.77%
* Property Insurance	133.75		0.00%	401.25	0.00	0.00%
Training	0.00		0.00%	0.00	0.00	0.00%
Building Maint.	0.00	(999.97)	-3.25%	0.00	-999.97	-1.15%
Equipment Maint.	0.00	2,330.16	7.58%	0.00	2,330.16	2.68%
Contractual Services	426.88	365.65	1.19%	1,295.30	1,308.00	1.50%
Travel	0.00		0.00%	0.00	0.00	0.00%
* Dram Shop Insurance	43.92		0.00%	131.76	0.00	0.00%
Miscellaneous	0.00		0.00%	0.00	0.00	0.00%
Depreciation	229.60	485.98	1.58%	688.80	1,457.94	1.68%
<b>TOTAL OPERATING EXPENSE</b>	<b>8,369.38</b>	<b>10,414.98</b>	<b>33.88%</b>	<b>21,622.10</b>	<b>24,246.79</b>	<b>27.87%</b>
<b>Operating Income</b>	<b>1,789.75</b>	<b>(424.10)</b>	<b>-1.38%</b>	<b>7,064.11</b>	<b>4,106.96</b>	<b>4.72%</b>
<b>Nonoperating Revenues:</b>						
Interest Income	0.00		0.00%			0.00%
<b>NET INCOME</b>	<b>1,789.75</b>	<b>(424.10)</b>	<b>-1.38%</b>	<b>7,064.11</b>	<b>4,106.96</b>	<b>4.72%</b>

# CITY COUNCIL CHECKLIST

4/21/2017

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
Grand Theatre - Seat Project	5/11/2015	Meyer	CM	City will be fiscal agent and deliver acknowledgments	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
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	4/20/2017	Thole, Fernho	CM	Contractor contacted to evaluate method	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
Storm Pond East Highway 40	8/10/2015	Zahrbock	CM, Engineer	Seeking bids from contractors 2017	ongoing
Hazardous Houses	4/20/2017	Thole	CM, Attorney	Performed 2017 annual inspection letters issued.	ongoing
Broadband Exploration	4/20/2017	Meyer	CM, committee	Communications with Fronteir/Medicom Committee to meet.	ongoing



### Frontier IP Trunking

This is a Price Quote for Frontier IP Trunking Services dated 4/18/2017 between City of Madison and Frontier.

#### General Customer Billing Summary - By Element

Frontier SIP Trunking Quote Prepared For:		Date Prep:	4/18/17
Customer:	City of Madison	Prepared By:	Michael Burnham
Term (years):	5	Account Mgr.:	Michael Burnham

#### IP Trunking Pricing Proposal

Frontier IP Trunking Service	Per Unit	Quantity	MRC	NRC
SIP Trunks	\$12.99	10	\$ 129.90	N/A
DID Number Services (per subscriber number)	\$0.25	20	\$ 5.00	N/A
		<b>Total</b>	<b>\$ 134.90</b>	<b>N/A</b>

Long Distance Plan	Type of Plan	BOT (mins)	Ave. \$ per min	Overage	Total MRC	Total NRC
Commercial VoIP LD Service	BOT	500	\$0.030	\$0.050	<b>\$15.00</b>	<b>N/A</b>

911	Per Unit	# ELIN/ERLs	Total MRC	Total NRC
ELIN/ERL assignment	\$0.00	0	<b>\$0.00</b>	<b>N/A</b>

Network Elements		MRC	NRC
VoIP Platinum EVC	1 Mbps	\$ -	N/A
Internet Port + Silver EVC - Optional	0 Mbps	\$ -	N/A
Ethernet Access Circuit (for SIP Trunking and Internet)	1 Mbps	\$ 126.00	N/A
Managed Router		\$ -	\$ -
<b>Total</b>		<b>\$ 126.00</b>	<b>\$ -</b>

IAD and Installation Equipment	Quantity	MRC	NRC
IAD - Integrated Access Device	Adtran IAD TA 908e (Part #: 4243908F1)	1	\$ 41.00
IAD Installation Kits	PRI/T1 Install Kit	1	N/A
Rack Mounts	Rack mount bracket, 19"	1	N/A
<b>Total</b>		<b>\$ 41.00</b>	<b>\$ 121.98</b>

	Quantity	MRC	NRC
Phone System	1	\$ -	\$ 15,435.20

<b>Totals</b>	<b>\$ 316.90</b>	<b>\$ 15,557.18</b>
---------------	------------------	---------------------

	MRC	NRC
<b>Bill Summary</b>	<b>\$ 316.90</b>	<b>\$ 15,557.18</b>
<b>Additional Upfront NRC</b>	<b>N/A</b>	<b>\$ -</b>

#### Comments/Scope of Work

This quote includes the PRI and Phone System. You will need to keep the 3 Fax Lines and if you have an elevator or alarms anywhere you will need analog lines for those. Based on the spreadsheet and this quote your savings should be \$500+ per month. You could have a little bit of overage on your long distance each month. Based on last month you had about 530 minutes so there would be a \$1.50 of overage.

# C. EMERY NELSON, INC.

P.O. Box 238  
HAMEL, MN 55340

Phone:(763) 420-3844 Fax: (763) 420-2542

## Quotation

Quote Number:  
800

Quote Date:  
Apr 18, 2017

Page:  
1

**Quoted to:**

MADISON MUNICIPAL UTILITIES  
616 8TH STREET  
MADISON, MN 56256

**Ship to:**

616 8TH STREET  
MADISON, MN 56256

Phone:320/598-3239

Fax: 320/598-7376

Customer ID	Good Thru	Payment Terms	Sales Rep
MADISON MUNICIPAL	5/18/17	Net 30 Days	TP

Quantity	Item	Description	Unit Price	Extension
66.00	WAT-TM720D-400	RO MEMBRANE TM720D-400, TORAY, BRACKISH MEMBRANE 34 MIL SPACER  PRICING INCLUDES SELECT RO SOFT GOODS AND 1 DAY CONSULTATION	600.00	39,600.00
			<b>Subtotal</b>	39,600.00
			<b>Sales Tax</b>	
			<b>Total</b>	<b>39,600.00</b>

## **INDEPENDENT CONTRACTOR AGREEMENT**

**THIS AGREEMENT** is made on the 24th day of April, 2017, between the City of Madison, ("City ") and Richard Adams ("Contractor"). Contractor is in the business of providing general property maintenance services and experienced in said business. Accordingly, City and Contractor agree as follows:

1. Contractor agrees to perform lawn and yard care services for the period of May 1<sup>st</sup> to November 1<sup>st</sup>. Such services will include the maintenance of grass and yard areas for properties in violation of the City's Grass and Weed Ordinance No. 362. The City will identify the properties in violation and will direct Contractor to maintain the property as needed until the growth season has ceased or November 1<sup>st</sup>, whichever comes first. Lawn and yard care services are described as follows:

- a. Mow all lawn areas with mowers. Grass to be cut between 2 and 3 inches.
- b. Trim around trees, beds and any area not accessed by mowers with string trimmers.
- c. Pick up all debris, rubbish and yard waste; remove from property and dispose of properly.
- d. Perform these tasks as directed by an authorized representative of the City.

2. Contractor agrees to periodically submit an invoice of services rendered under this agreement. The City will compensate Contractor at a rate of \$20 per lawn per mowing.

3. Any and all expenses incurred by Contractor in performing services pursuant this Agreement are the sole responsibility of Contractor.

4. Contractor shall have no obligation to work any particular hours, except as specified herein, or any particular amount of hours. Contractor shall determine the means and manner in which Contractor provides her services. The CITY and its agents and representatives shall not have any right to control or direct the details, manner or means by which Contractor provides her services.

5. Contractor acknowledges that information he may acquire in the course of the performance of this Agreement, to the extent not generally known or available to the public, constitutes confidential information of the CITY. Contractor agrees not to disclose or use for Contractor's own benefit any confidential information of the CITY, and further agrees to return all such confidential information to CITY on any non-renewal or termination of this Agreement.

6. Consistent with the relationship between the parties to this Agreement, Contractor shall not be represented to the public as an employee or agent of CITY by either Contractor or CITY.

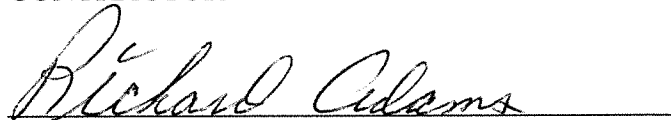
7. Contractor agrees to secure any and all necessary licenses for the operation of Contractor's business, and to conduct such business in full compliance with all applicable laws, codes, and regulations, and shall carry the appropriate liability insurance relative to said services naming the CITY as a covered entity.

8. The term of this agreement shall be from May 1 to November 1 unless terminated by either party, with or without cause.

9. Contractor agrees to comply with all tax laws applicable to the operation of a business such as contractors, including, but not limited to, the reporting of all gross receipts therefrom as income from the operation of a business, the payment of all self-employment taxes, compliance with all employment tax requirements for withholding on any employees used by contractor, and compliance with state employment workers' compensation laws. Contractor acknowledges the payments by CITY to Contractor will be subject to information reporting requirements (and backup withholding requirements, if and as applicable) as the same are imposed by applicable law. Contractor acknowledges that Contractor will not be treated as an employee of CITY with respect to services under this Agreement, either for federal or state tax purposes, or for the purposes of any employee welfare or pension benefit plans that are or may come to be maintained by CITY, or for purposes of any other benefits or perquisites that CITY accords to any of its employees.

IN WITNESS WHEREOF, each of the CITY and Contractor has executed or cause this Agreement to be executed upon the date and year first above-written.

CONTRACTOR



Richard Adams

CITY OF MADISON

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

Its: \_\_\_\_\_



# INSURANCE BINDER

DATE (MM/DD/YYYY)

04/20/2017

**THIS BINDER IS A TEMPORARY INSURANCE CONTRACT, SUBJECT TO THE CONDITIONS SHOWN ON PAGE 2 OF THIS FORM.**

<b>AGENCY</b> Farm Bureau Insurance 525 1st Street E Madison, MN 56256		<b>COMPANY</b> Farm Bureau		<b>BINDER #</b>	
<b>PHONE</b> (A/C, No, Ext): 320-598-3544		<b>FAX</b> (A/C, No): 320-598-3580		<b>AGENCY CUSTOMER ID:</b>	
<b>CODE:</b>		<b>SUB CODE:</b>		<b>INSURED AND MAILING ADDRESS</b> Richard Adams 105 3rd Street E Madison, MN 56256	
<b>DATE</b>		<b>EFFECTIVE TIME</b>		<b>EXPIRATION TIME</b>	
01/15/2017		12:00		01/15/2018	
		<input checked="" type="checkbox"/> AM PM		<input checked="" type="checkbox"/> 12:01 AM NOON	
<input checked="" type="checkbox"/> THIS BINDER IS ISSUED TO EXTEND COVERAGE IN THE ABOVE NAMED COMPANY PER EXPIRING POLICY #: 7603875					
<b>DESCRIPTION OF OPERATIONS / VEHICLES / PROPERTY (Including Location)</b> Liability Coverage for Lawn Mowing					

**COVERAGES****LIMITS**

TYPE OF INSURANCE	COVERAGE / FORMS	DEDUCTIBLE	COINS %	AMOUNT
<b>PROPERTY</b> CAUSES OF LOSS <input type="checkbox"/> BASIC <input type="checkbox"/> BROAD <input type="checkbox"/> SPEC				
<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR	\$1,000,000 liability for lawn mowing  RETRO DATE FOR CLAIMS MADE:	EACH OCCURRENCE		\$
		DAMAGE TO RENTED PREMISES		\$
		MED EXP (Any one person)		\$
		PERSONAL & ADV INJURY		\$
		GENERAL AGGREGATE		\$
		PRODUCTS - COMP/OP AGG		\$
<b>VEHICLE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		COMBINED SINGLE LIMIT		\$
		BODILY INJURY (Per person)		\$
		BODILY INJURY (Per accident)		\$
		PROPERTY DAMAGE		\$
		MEDICAL PAYMENTS		\$
		PERSONAL INJURY PROT		\$
		UNINSURED MOTORIST		\$
<b>VEHICLE PHYSICAL DAMAGE</b> DED <input type="checkbox"/> ALL VEHICLES <input type="checkbox"/> SCHEDULED VEHICLES		ACTUAL CASH VALUE		
<input type="checkbox"/> COLLISION: <input type="checkbox"/> OTHER THAN COL:		STATED AMOUNT		\$
<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO		AUTO ONLY - EA ACCIDENT		\$
		OTHER THAN AUTO ONLY:		
		EACH ACCIDENT		\$
		AGGREGATE		\$
<b>EXCESS LIABILITY</b> <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM	RETRO DATE FOR CLAIMS MADE:	EACH OCCURRENCE		\$
		AGGREGATE		\$
		SELF-INSURED RETENTION		\$
<b>WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY</b>		PER STATUTE		
		E.L. EACH ACCIDENT		\$
		E.L. DISEASE - EA EMPLOYEE		\$
		E.L. DISEASE - POLICY LIMIT		\$
<b>SPECIAL CONDITIONS / OTHER COVERAGES</b>		FEES		\$
		TAXES		\$
		ESTIMATED TOTAL PREMIUM		\$

**NAME & ADDRESS**

City of Madison 404 6th Ave Madison, MN 56256	<input checked="" type="checkbox"/> ADDITIONAL INSURED	LOSS PAYEE	<input type="checkbox"/> MORTGAGEE
	<input type="checkbox"/> LENDER'S LOSS PAYABLE		
	LOAN #:		
	AUTHORIZED REPRESENTATIVE		

Madison Mn City Council

Sirs:

The Lae guilParle Ag Society has purchased a property located at 503 Hopkins St. Madison, Mn next to our fairground's property.

We are asking the city for help in demolishing the house & east garage. Demolition would take place in June-July so the site will be able <sup>to be</sup> ~~for~~ used during our County Fair Sept 7-10.

Thank You

Clair Anderson Pres.  
Clair Anderson

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 16-24**

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

**RESOLUTION MODIFYING THE DILAPIDATED  
HOME DEMOLITION COST SHARING POLICY**

**WHEREAS**, the City Council desires to update the current dilapidated home demolition cost sharing amount,

**WHEREAS**, the City Council finds that dilapidated homes create public safety concerns;

**WHEREAS**, the City Council finds that dilapidated homes are aesthetically unpleasing and reduce the value of surrounding properties;

**WHEREAS**, the City Council finds that dilapidated homes have a negative impact on public health, safety and general welfare of the City.

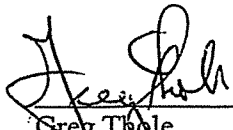
**WHEREAS**, the City Council acknowledges the program has been effective in eliminating dilapidated structures and the council is in support of increasing the city contribution.

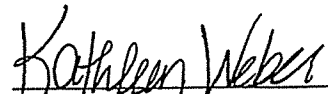
**THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA**, is updating the "Dilapidated Home Demolition Cost Sharing Policy" in "Exhibit A" effective July 25th, 2016 and continuing thereafter until modified by the city council.

Upon vote taken thereon, the following voted:

For: Thole, Meyer, Conroy, Volk, Zahrbock  
Against: None  
Absent: None

Whereupon said Resolution 16-24 was declared duly passed and adopted this 25<sup>th</sup> day of July, 2016.

  
\_\_\_\_\_  
Greg Thole  
Mayor

Attest:   
\_\_\_\_\_  
Kathleen Weber  
City Clerk

**RESOLUTION 16-24**  
**"EXHIBIT A"**

**City of Madison Dilapidated Home Demolition Cost Sharing Policy**

- (1) The City may participate in sharing the demolition costs with a homeowner who purchases an adjacent property with a dilapidated home.
- (2) If funds are available, the City of Madison will contribute the lesser of 75 percent or \$3,500 of the total demolition costs for any one particular property, which includes the home and any accessory buildings.
- (3) City participation in any project is contingent upon the availability of funds with a maximum of 4 projects per calendar year.
- (4) The City Council must authorize participation in the project before it commences.
- (5) The homeowner shall address the City Council in writing or in person requesting city participation in the project.
- (6) The homeowner shall be solely responsible for the coordination and supervision of the demolition in compliance with all applicable laws and regulations.
- (7) The homeowner shall restore the property to grade and in accordance with any and all applicable ordinances.
- (8) The City shall pay its portion only upon verification that the homeowner has paid their portion. The homeowner may also pay the contractor and associated fees in whole, with the city reimbursing the homeowner upon proof that the homeowner has paid the contractor and associated fees in whole.
- (9) The homeowner shall complete the demolition and restore the property to grade within 30 days from the start of demolition of any buildings.
- (10) The homeowner shall pay all costs incurred by it or the City including, but not limited to legal, planning, engineering, and inspection expenses incurred in connection with approval and acceptance of the project, and all reasonable costs and expenses incurred by the City in monitoring and inspecting development of the project.
- (11) The homeowner shall sign a "Demolition Agreement" before commencement of the demolition project.
- (12) Additional funding is available for structures that require asbestos abatement.

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## DEMOLITION AGREEMENT

This AGREEMENT dated this \_\_\_\_\_, by and between the City of Madison, a Minnesota municipal corporation (“CITY”) and \_\_\_\_\_ (“HOMEOWNER”).

### RECITALS

**Whereas**, HOMEOWNER owns a parcel of land located at \_\_\_\_\_, Madison, Minnesota (“Property”) with a dilapidated residential building thereon; and

**Whereas**, the CITY has established a program to assist property owners in the City of Madison in demolishing certain residential buildings wherein the CITY will contribute the lesser of 75% or \$3,500 of the total demolition costs for any one particular property; and

**Whereas**, HOMEOWNER desires to demolish said building and any accessory buildings and requests assistance from the CITY; and

**Whereas** the CITY agrees to contribute to the demolition of such building in accordance with following terms and conditions:

- A. DEMOLITION PLANS.** The HOMEOWNER shall be solely responsible for the coordination and supervision of the demolition and HOMEOWNER further agrees to restore the Property to grade and in accordance with any and all applicable ordinances.
- B. CONTRIBUTION BY CITY:** The CITY hereby agrees to contribute the lesser of 75% or \$3,500 of the total costs of the demolition of the above-referenced building. HOMEOWNER shall notify the CITY and obtain approval of the project prior to commencement of the demolition with respect to the total costs and expenses. The CITY shall pay its portion only upon verification that HOMEOWNER has paid their portion. The HOMEOWNER may also pay the contractor in whole with the CITY reimbursing the HOMEOWNER upon proof that the HOMEOWNER has paid the contractor in whole.

- C. TIME OF PERFORMANCE.** HOMEOWNER agrees to complete the demolition and restore the property to grade within **30 days** from the start of demolition of any buildings.
- D. RESPONSIBILITY FOR COSTS.**
1. HOMEOWNER shall pay all costs incurred by it or CITY, other than those agreed herein, in conjunction with the demolition of the building including, but not limited to, legal, planning, engineering, and inspection expenses incurred in connection with approval and acceptance of the project, and all reasonable costs and expenses incurred by CITY in monitoring and inspecting development of the project.
  2. HOMEOWNER shall hold CITY and its officers, agents, and employees harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from demolition. HOMEOWNER shall indemnify CITY and its officers, agents, and employees for all costs, damages, or expenses, which CITY may pay or incur in consequence of such claims, including attorney's fees.
  3. HOMEOWNER shall reimburse CITY for the cost of enforcement of this agreement including legal, engineering, and administrative fees.
- E. HOMEOWNER'S DEFAULT.** In the event of default by HOMEOWNER as to any of the work to be performed by it hereunder, CITY may, at its option, perform the work and the HOMEOWNER shall promptly reimburse CITY for any expense incurred by CITY. This agreement is a license for CITY to act and it shall not be necessary for CITY to seek a Court order for permission to enter the land. When CITY does any such work, CITY may, in addition to its other remedies, assess the cost in whole or in part to the property within the plat. The HOMEOWNER specifically waives any right to a public hearing under M.S. 429 or appeal rights related to such assessments.
- E. MISCELLANEOUS.**
1. This agreement shall be binding upon the parties, their heirs, successors, or assigns, as the case may be.
  2. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of the agreement.
  3. The action or inaction of CITY shall not constitute a waiver or amendment to the provisions of this agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by written resolution of the

City Council. CITY's failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

4. Compliance with Laws and Regulations. HOMEOWNER represents to CITY that the project complies with all City, County, State, and Federal laws and regulations, including, but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations. If CITY determines that the project does not comply, CITY may, at its option, refuse to allow any construction or development work in the project until HOMEOWNER does comply. Upon CITY's demand, HOMEOWNER shall cease work until there is compliance.
5. This agreement shall run with the land and may be recorded against the title to the property.

In witness whereof, the parties hereto have executed this Agreement the day and year first written.

Dated: \_\_\_\_\_

HOMEOWNER

\_\_\_\_\_(Print)  
\_\_\_\_\_(Signature)

\_\_\_\_\_(Print)  
\_\_\_\_\_(Signature)

STATE OF MINNESOTA            )  
  ) ss.  
COUNTY OF LAC QUI PARLE    )

The foregoing was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
2017, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

CITY OF MADISON

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_ Date: \_\_\_\_\_  
City Clerk

STATE OF MINNESOTA            )  
  ) ss.  
COUNTY OF LAC QUI PARLE    )

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by Greg Thole, Mayor, and by Kathleen Weber, City Clerk, of the City of Madison, a municipal corporation under the laws of the State of Minnesota.

\_\_\_\_\_  
Notary Public

Addendum to Demolition Agreement: The City of Madison has also agreed to participate in a cost-share agreement with Lac qui Parle County and will contribute \$\_\_\_\_\_ toward asbestos abatement related to this demolition project.

Date: April 12, 2017

To: Small Cities Program Administrators/Communities

From: Christine Schieber  
Manager, Small Cities

Re: **SCDP Program Management Update**

- **Status of 2017 Small Cities Awards**
- **2017 Topic Specific Training**
- **Grantee Summary Information Sheet**
- **Assumable Loans and Writing off Loans**
- **2017 Income Limits & Fair Market Rents**
- **Commercial Rehab Changes**
- **Grant Extensions**
- **Staff Member Update**

## **STATUS OF 2017 SMALL CITIES AWARDS**

Due to the Continuing Resolution expiring on April 28, 2017, an appropriation bill may be delayed. Therefore, no award decisions will be made at this time. DEED will provide a status update to all applicants in May.



**SAVE THE DATE: 2017 SCDP Topic Specific Training**  
***(Remember saving a date does not mean that you can expect an SCDP Award)***

Due to delays in funding this year, we are holding technical training sessions prior to implementation trainings. Please hold one of the dates below on your calendar if you are or will be involved with managing SCDP grants. City staff are highly encouraged to attend, but not required. These training sessions are geared to help you administer grants successfully. **Registration closes on May 19th, 2017 to enable staff to ensure adequate copies of topic materials and food.**

June 6, 2017	Bemidji- Northwest Minnesota Foundation
June 7, 2017	Little Falls- Initiative Foundation
June 8, 2017	Saint Peter – Saint Peter’s Recreation Department

The topics covered at the trainings are as follows:

**Federal Objectives, Allowable Pre-Agreement Cost, Administration Cost Calculations and Monitoring.**

Designed to provide information to help grantees prepare for a monitoring review and conduct a self-review, explanation of criterias that must be met and records that must be maintained in order for an activity to meet a federal objective, explanation on how administration draws should be calculated and requested by grantees and the eligible SCDP expenditure and allowable pre-agreement cost that may be incurred prior to the executed grant agreement.

To register, go our DEED webpage, click on the “Forms” tab, and select the Topic Specific Training sign-up link, or [click here](#) for the direct link.



**GRANTEE SUMMARY INFORMATION SHEET**

The Grantee/Administrator Information Sheet **MUST** be completed and resubmitted to DEED when there is a change in staff or duties.



**ASSUMABLE LOANS and WRITING-OFF LOANS**

SCDP rehabilitation loans; either deferred or repayable cannot be treated as an assumable loan if the dwelling is sold or transferred within the term of the loan. If your repayment agreement contains assumable loan verbiage, please remove that verbiage.

However, grantees may decide to write-off the SCDP loan, only if 7 years (which is the minimum term of an owner occupied housing loan) or more have passed from the date the loan was issued and any one of the following conditions are met:

- Property is being foreclosed.
- The client has deceased natural disaster or fire
- Serious unexpected medical conditions



**INCOME LIMITS AND FAIR MARKET RENTS**

**2017 Income Limits**

The 2016 limits are still in effect and will be until the 2017 limits come out accompanied by an effective date. As of this date, HUD does not have any predictions on when the revised limits will be available.

## **2017 Fair Market Rents**

Here is the web link for the latest fair market rents:

<https://www.huduser.gov/portal/datasets/fmr.html>



### **COMMERCIAL REHAB CHANGES**

#### **Commercial building with trustees**

A commercial building held in trust may participate in the SCDP commercial rehab program provided all persons listed as trustees sign all the necessary repayment and installment agreements initiated by the respective cities.

#### **Commercial Contract for Deed**

The title holder of a commercial building under contract for deed may participate in the SCDP commercial rehab program provided all parties on the title sign all the necessary repayment and installment agreements initiated by the respective cities.



### **GRANT EXTENSIONS**

Grant extensions are permitted for public facility activities in cases such as a disaster, delays in securing funding from PFA or USDA or construction delays. However, grant extensions are not automatic for any housing or commercial activities present in this grant except in cases of a disaster. Proper evidence must be provided and approved by reps.



### **STAFF MEMBER UPDATE**

Effective April 10, we are fully staffed! Andrew Barbes started in our group as the rep for regions 1, 2, 5 and 7W. He comes to DEED from the City of Jordan as their Community Development Specialist/City Planner. We are excited to have him and will work to ensure this is a seamless transition for everyone.

**Please Update Your Disbursement Request Forms With The Correct Rep For Your Project.**

**Please Contact Your Representative Below If You Have Further Questions.**

### **SCDP Staff Contact Information**

#### **Manager**

Christine Schieber 651.259.7425 christine.schieber@state.mn.us

#### **Representatives**

#### **Regions**

#### **Contact**

Patrick Armon	6E, 9, 10	651.259.7455	patrick.armon@state.mn.us
Andrew Barbes	1, 2, 5, 7W	651.259-7460	andrew.barbes@state.mn.us
Hillary Friend	3, 7E, 11	651.259.7504	hillary.friend@state.mn.us
Natasha Kukowski	4, 6W, 8	651.259.7461	natasha.kukowski@state.mn.us

## SCHEDULED CLAIMS LIST

UP CK# 54416-54421

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				BANK 1 - KLEIN/UNITED PRAIRIE				
				27 AFLAC				
041217	1	4/12/17	4/12/17	ADMIN-AFLAC PREM-4/17	312.00	101	101-41320-131	1
	2			WT-AFLAC PREM-4/17	24.31	601	601-49400-131	1
	3			LIQ-AFLAC PREM-4/17	418.47	609	609-49750-131	1
				INVOICE TOTAL	754.78			
				VENDOR TOTAL	754.78			
				1160 JOHNSON BROS-ST.PAUL				
041217	1	4/12/17	4/12/17	LIQ-LIQUOR EXPENSE	2,637.65	609	609-49750-251	1
				INVOICE TOTAL	2,637.65			
				VENDOR TOTAL	2,637.65			
				1326 LQP CO-OP OIL				
041217	1	4/12/17	4/12/17	AMB-FUEL EXPENSE	306.48	201	201-44100-212	1
				INVOICE TOTAL	306.48			
				VENDOR TOTAL	306.48			
				1621 MADISON NATIONAL LIFE INS				
041217	1	4/12/17	4/12/17	ADMIN-LIFE INS PREM-5/17	20.20	101	101-41320-131	1
	2			STR-LIFE INS PREM-5/17	10.10	101	101-43100-131	1
	3			ELEC-LIFE INS PREM-5/17	10.10	604	604-49570-131	1
	4			WT-LIFE INS PREM-5/17	7.58	601	601-49400-131	1
	5			SEW-LIFE INS PREM-5/17	7.57	602	602-49450-131	1
	6			LIQ-LIFE INS PREM-5/17	6.11	609	609-49750-131	1
				INVOICE TOTAL	61.66			
				VENDOR TOTAL	61.66			
				1968 MONNENS EXCAVATING				
356	1	4/12/17	4/12/17	BLOCK 48 DEMO	30,000.00	101	101-49250-409	1
				INVOICE TOTAL	30,000.00			
				VENDOR TOTAL	30,000.00			
				1968 MONNENS EXCAVATING				
357	1	4/12/17	4/12/17	BLOCK 48-MATERIAL REMOVA	480.00	101	101-49250-409	1
				INVOICE TOTAL	480.00			
				VENDOR TOTAL	30,480.00			
				2619 SW/WC SERVICE COOPERATIVE				
041217	1	4/12/17	4/12/17	ADMIN-BCBS INS PREM-MAY'	999.00	1150	101-20650	1
	2			ELEC-BCBS INS PREM-MAY'1	640.00	6450	604-20650	1
	3			WT-BCBS INS PREM-MAY'17	160.00	6150	601-20650	1
	4			SEW-BCBS INS PREM-MAY'17	199.00	6250	602-20650	1
	5			ADMIN-BCBS INS PREM-MAY'	1,200.00	101	101-41320-131	1
	6			STR-BCBS INS PREM-MAY'17	1,150.00	101	101-43100-131	1
	7			ELEC-BCBS INS PREM-MAY'1	1,200.00	604	604-49570-131	1
	8			WT-BCBS INS PREM-MAY'17	800.00	601	601-49400-131	1
	9			SEW-BCBS INS PREM-MAY'17	850.00	602	602-49450-131	1
				INVOICE TOTAL	7,198.00			
				VENDOR TOTAL	7,198.00			

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PR TOTAL					41,438.57		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					41,438.57		
GRAND TOTALS					41,438.57		

## SCHEDULED CLAIMS LIST

UP CK# 54422-54464

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							
180838/969	1	4/18/17	4/18/17	AMB-MEDICAL SUPPLIES	94.97	201 201-44100-217	1
				INVOICE TOTAL	94.97		
				VENDOR TOTAL	94.97		
110 ARCTIC GLACIER USA, INC							
041917	1	4/19/17	4/19/17	LIQ-ICE EXPENSE	31.96	609 609-49750-251	1
				INVOICE TOTAL	31.96		
				VENDOR TOTAL	31.96		
2901 BENNETT OFFICE TECHNOLOGI							
256390	1	4/18/17	4/18/17	ADMIN-COPIER MAINT 5/17	246.39	101 101-41320-404	1
				INVOICE TOTAL	246.39		
				VENDOR TOTAL	246.39		
190 BEVERAGE WHOLESALERS							
041917	1	4/19/17	4/19/17	LIQ-BEER EXPENSE	4,056.41	609 609-49750-251	1
				INVOICE TOTAL	4,056.41		
				VENDOR TOTAL	4,056.41		
270 BORDER STATES ELECTRIC SU							
041817	1	4/18/17	4/18/17	ELEC-CAPITAL OUTLAY	1,987.82	604 604-49570-582	1
	2			ELEC-CONDUIT	21.98	604 604-49570-227	1
				INVOICE TOTAL	2,009.80		
				VENDOR TOTAL	2,009.80		
320 BREHMER MOTOR SUPPLY							
041817	1	4/18/17	4/18/17	LIQ-ICE MELT	29.99	609 609-49750-210	1
	2			AMB-KEYS	25.90	201 201-44100-210	1
	3			SEW-PACKING TAPE	11.97	602 602-49450-216	1
	4			WT-BATTERY	5.99	601 601-49400-216	1
	5			ELEC-TOTES/TOOL BOX	47.98	604 604-49570-240	1
	6			ELEC-BOX COVER	.69	604 604-49570-219	1
	7			SEW-LIME AWAY	7.49	602 602-49450-216	1
	8			ELEC-UTILITY KNIFE	14.99	604 604-49570-240	1
	9			STR-STAPLER	10.99	101 101-43100-240	1
	10			PARKS-BASKETBALL NETS	7.98	101 101-45200-219	1
	11			STR-SPRAY PAINT	5.99	101 101-43100-215	1
	12			STR-PAINT/STORAGE CONTAI	13.98	101 101-43100-215	1
	13			STR-CABLE/CLAMP	14.64	101 101-43100-221	1
				INVOICE TOTAL	198.58		
				VENDOR TOTAL	198.58		
510 CITY OF MADISON							
041817	1	4/18/17	4/18/17	UTIL DEPOSIT REF-B MCBUR	150.00	604 604-22000	1
	2			UTIL INT REF-B MCBURNEY	1.17	604 604-49590-602	1
				INVOICE TOTAL	151.17		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					151.17		
23137	1	4/18/17	4/18/17	640 DAKOTA PUMP & CONTROL CO SEW-PUMP	2,225.00	602 602-49450-404	1
INVOICE TOTAL					2,225.00		
VENDOR TOTAL					2,225.00		
22153	1	4/18/17	4/18/17	736 ERICKSON CHEVROLET SEW-TRANSMISSION FLUSH	175.65	602 602-49450-404	1
INVOICE TOTAL					175.65		
VENDOR TOTAL					175.65		
041817	1	4/18/17	4/18/17	766 FARMERS MUTUAL TELEPHONE ADMIN-INTERNET SERVICE 4	109.95	101 101-41320-321	1
	2			FIRE-INTERNET SERVICE 4/	71.95	101 101-42200-321	1
	3			GRAND-INTERNET SERVICE 4	71.95	101 101-45181-321	1
	4			AMB-INTERNET SERVICE 4/1	71.95	201 201-44100-321	1
	5			WT-INTERNET SERVICE 4/17	71.95	601 601-49400-321	1
	6			SEW-INTERNET SERVICE 4/1	71.95	602 602-49450-321	1
	7			ELEC-INTERNET SERVICE 4/	71.95	604 604-49570-321	1
	8			LIQ-INTERNET SERVICE 4/1	71.95	609 609-49750-321	1
	9			ADMIN-INTERNET SERVICE 4	15.00	101 101-41320-321	1
	10			GRAND-INTERNET SERVICE 4	15.00	101 101-45181-321	1
INVOICE TOTAL					643.60		
VENDOR TOTAL					643.60		
159986	1	4/18/17	4/18/17	768 FASTENAL COMPANY SEW-OPERATING SUPPLIES	11.37	602 602-49450-219	1
INVOICE TOTAL					11.37		
VENDOR TOTAL					11.37		
041917	1	4/19/17	4/19/17	811 FRONTIER COMM OF MN WT-CIRCUIT 4/17	43.43	601 601-49400-321	1
INVOICE TOTAL					43.43		
VENDOR TOTAL					43.43		
041817	1	4/18/17	4/18/17	809 FRONTIER COMMUNICATIONS ELEC-4/17 LONG DISTANCE	3.69	604 604-49570-321	1
	2			WT-4/17 LONG DISTANCE	.21	601 601-49400-321	1
	3			LIQ-4/17 LONG DISTANCE	.30	609 609-49750-321	1
INVOICE TOTAL					4.20		
VENDOR TOTAL					4.20		
041817	1	4/18/17	4/18/17	810 G & K SERVICES SEW-SHOP TOWELS/MAT	8.54	602 602-49450-219	1
	2			STR-SHOP TOWELS/MAT	70.00	101 101-43100-209	1
INVOICE TOTAL					78.54		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				VENDOR TOTAL	78.54			
041817	1	4/18/17	4/18/17	976 HEATHER NURSERY COUNC-EMPLOYEE RECOG-DEL	32.06	101	101-41110-390	1
				INVOICE TOTAL	32.06			
				VENDOR TOTAL	32.06			
041817	1	4/18/17	4/18/17	1181 JUBILEE FOODS CTY HALL-CUPS/LIGHTER	8.96	101	101-41940-219	1
	2			CTY HALL-SOFTENER SALT	50.00	101	101-41940-219	1
	3			CTY HALL-GARBAGE BAGS	17.67	101	101-41940-219	1
	4			CTY HALL-CUPS	38.16	101	101-41940-219	1
	5			STR-AIR FRESHENER	5.80	101	101-43100-209	1
	6			WT-AIR FRESHENER	5.89	601	601-49400-215	1
				INVOICE TOTAL	126.48			
				VENDOR TOTAL	126.48			
170017.00	1	4/18/17	4/18/17	3375 LHB, INC UNALL-TIF LETTER OF FIND BLOCK 48	5,500.00	101	101-49250-409	1
				INVOICE TOTAL	5,500.00			
				VENDOR TOTAL	5,500.00			
041817	1	4/18/17	4/18/17	3036 LQP BROADCASTING CO. ELEC-UTIL ADS 3/17	23.35	604	604-49590-410	1
				INVOICE TOTAL	23.35			
041917	1	4/19/17	4/19/17	LIQ-ADVERTISING EXPENSE	63.00	609	609-49750-342	1
				INVOICE TOTAL	63.00			
				VENDOR TOTAL	86.35			
041917	1	4/19/17	4/19/17	1340 LQP COUNTY TREASURER CTY HALL-SOLID WASTE PRO	245.00	101	101-41940-437	1
				INVOICE TOTAL	245.00			
041917A	1	4/19/17	4/19/17	THEATRE-PROP TAX	540.00	101	101-45181-437	1
				INVOICE TOTAL	540.00			
041917B	1	4/19/17	4/19/17	THEATRE-PROP TAXES	80.00	101	101-45181-437	1
				INVOICE TOTAL	80.00			
041917C	1	4/19/17	4/19/17	THEATRE-PROP TAXES	44.00	101	101-45181-437	1
				INVOICE TOTAL	44.00			
041917D	1	4/19/17	4/19/17	EDA-FAIRWAY VIEW PROP TA	462.00	211	211-46500-437	1
				INVOICE TOTAL	462.00			
041917F	1	4/19/17	4/19/17	EDA-BLOCK 48-FIRST 1/2	257.00	211	211-46500-437	1
				INVOICE TOTAL	257.00			

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
041917G	1	4/19/17	4/19/17	EDA-BLOCK 48-FIRST 1/2	265.00	211	211-46500-437		1
				INVOICE TOTAL	265.00				
041917e	1	4/19/17	4/19/17	EDA-BLOCK 48-FIRST 1/2	212.00	211	211-46500-437		1
				INVOICE TOTAL	212.00				
				VENDOR TOTAL	2,105.00				
				1520 LUND IMPLEMENT CO.					
041817	1	4/18/17	4/18/17	STR-EDGECUT	141.41	101	101-43100-224		1
	2			STR-BOLT	35.28	101	101-43100-224		1
	3			PARKS-OIL	72.48	101	101-45200-212		1
	4			PARKS-FILTER	39.44	101	101-45200-221		1
	5			PARKS-OIL	9.86	101	101-45200-212		1
				INVOICE TOTAL	298.47				
				VENDOR TOTAL	298.47				
				1560 MADISON BOTTLING CO.					
041917	1	4/19/17	4/19/17	LIQ-BEER EXPENSE	5,586.40	609	609-49750-251		1
				INVOICE TOTAL	5,586.40				
				VENDOR TOTAL	5,586.40				
				3341 MADISON HARWARE HANK					
041817	1	4/18/17	4/18/17	STR-BOLTS	3.50	101	101-43100-221		1
	2			WT-COUPPLINGS	6.98	601	601-49400-223		1
	3			SEW-COUPPLINGS	6.98	602	602-49450-223		1
	4			WT-PEN LIGHT/CLIPS	11.48	601	601-49400-240		1
	5			WT-HANGERS	4.49	602	602-49450-401		1
	6			SEW-ZIPLOCK CONT/PAPER T	5.77	602	602-49450-216		1
	7			ELEC-GARBAGE BAGS	10.99	604	604-49570-210		1
	8			STR-GARBAGE BAGS/BUCKET	10.99	101	101-43100-219		1
	9			WT-GARBAGE BAGS	10.99	601	601-49400-215		1
	10			SEW-GARBAGE BAGS	11.01	602	602-49450-215		1
	11			SEW-SPRAY PAINT	3.99	602	602-49450-401		1
	12			SEW-AIR DUSTER/MARKERS	15.55	602	602-49450-219		1
	13			WT-CEMENT ANCHOR	11.55	601	601-49400-223		1
	14			WT-DRILL BIT	3.99	601	601-49400-240		1
	15			SEW-SHOP VAC	59.99	602	602-49450-240		1
	16			WT-PAINT/BRUSH/ROLLERS	62.30	601	601-49400-229		1
	17			SEW-PRIMER/MINERAL SPIRI	19.98	602	602-49450-227		1
				INVOICE TOTAL	260.53				
				VENDOR TOTAL	260.53				
				1660 MARSHALL NORTHWEST PIPE F					
041817	1	4/18/17	4/18/17	PARKS-REPLACED SINK	291.99	101	101-45200-404		1
	2			SEW-EQUIPMENT CONTRACT	58.85	602	602-49450-404		1
	3			WT-EQUIPMENT CONTRACT	162.61	601	601-49400-404		1
	4			SEW-EQUIPMENT CONTRACT	162.62	602	602-49450-404		1
				INVOICE TOTAL	676.07				
				VENDOR TOTAL	676.07				

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
041917	1	4/19/17	4/19/17	1530 MARTIN TRUCKING LLC LIQ-FREIGHT EXPENSE	206.80	609 609-49750-258	1
				INVOICE TOTAL	206.80		
				VENDOR TOTAL	206.80		
041817	1	4/18/17	4/18/17	1706 MEDIACOM ELEC-DIGITAL ADAPTER	5.23	604 604-49570-324	1
				INVOICE TOTAL	5.23		
				VENDOR TOTAL	5.23		
700485	1	4/18/17	4/18/17	1927 MINNESOTA ELEVATOR CTY HALL-ELEVATOR CHECK	223.95	101 101-41940-404	1
				INVOICE TOTAL	223.95		
				VENDOR TOTAL	223.95		
25606	1	4/18/17	4/18/17	1891 MN POLLUTION CONTROL AGEN SEW-ANNUAL PERMIT FEE	1,450.00	602 602-49450-437	1
				INVOICE TOTAL	1,450.00		
				VENDOR TOTAL	1,450.00		
857768	1	4/18/17	4/18/17	1541 MVTI LABORATORIES INC SEW-REGULAR TESTING	111.20	602 602-49450-409	1
				INVOICE TOTAL	111.20		
858122	1	4/18/17	4/18/17	WT-REGULAR TESTING	21.50	601 601-49400-409	1
				INVOICE TOTAL	21.50		
				VENDOR TOTAL	132.70		
041817	1	4/18/17	4/18/17	2047 RICHARD NEWMAN PARKS-BB FIELD-TEMP FENC	115.31	101 101-45200-443	1
				INVOICE TOTAL	115.31		
				VENDOR TOTAL	115.31		
041917	1	4/19/17	4/19/17	2095 OLSON SANITATION BLOCK 48-SANITATION DISP	623.32	101 101-49250-409	1
				INVOICE TOTAL	623.32		
				VENDOR TOTAL	623.32		
9022812	1	4/19/17	4/19/17	2286 POWER SYSTEM ENGINEERING ELEC-ENGINEERING FEES	71.25	604 604-49590-303	1
				INVOICE TOTAL	71.25		
				VENDOR TOTAL	71.25		
00212677	1	4/18/17	4/18/17	2368 RIDGEWATER COLLEGE AMB-BLS REFRESHER COURSE	510.00	201 201-44100-180	1
				INVOICE TOTAL	510.00		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				VENDOR TOTAL	510.00			
041917	1	4/19/17	4/19/17	2374 ROGER'S ELECTRIC MOTOR SE POOL-PUMP MOTOR	85.70	101	101-45124-404	1
	2			POOL-ELECTRIC MOTOR	550.00	101	101-45124-404	1
				INVOICE TOTAL	635.70			
				VENDOR TOTAL	635.70			
041917	1	4/19/17	4/19/17	2455 SELECT ACCOUNT ADMIN-APRIL 2017 PART FE	5.11	101	101-41320-409	1
				INVOICE TOTAL	5.11			
				VENDOR TOTAL	5.11			
041817	1	4/18/17	4/18/17	2454 SELECTACCOUNT ADMIN-HEALTH SAV-APR-JUN	150.00	101	101-41320-131	1
	2			WT-HEALTH SAV-APR-JUNE	77.07	601	601-49400-131	1
				INVOICE TOTAL	227.07			
				VENDOR TOTAL	227.07			
041917	1	4/19/17	4/19/17	3048 SPEE-DEE DELIVERY SERVICE WT-REGULAR SHIPPING	22.91	601	601-49400-409	1
	2			SEW-REGULAR SHIPPING	63.34	602	602-49450-409	1
				INVOICE TOTAL	86.25			
				VENDOR TOTAL	86.25			
041817	1	4/18/17	4/18/17	2560 STAN'S STANDARD PARKS-BB FIELD-MOWER MAI	213.86	101	101-45200-443	1
				INVOICE TOTAL	213.86			
				VENDOR TOTAL	213.86			
041917	1	4/19/17	4/19/17	2670 GREG THOLE ELECTRIC, INC LIB-LIGHTS	227.25	101	101-45500-401	1
				INVOICE TOTAL	227.25			
2809	1	4/18/17	4/18/17	ELEC-HOOKUP UNDERGROUND	369.72	604	604-49570-409	1
				INVOICE TOTAL	369.72			
				VENDOR TOTAL	596.97			
041917	1	4/19/17	4/19/17	2741 THRIFTY WHITE DRUG AMB-EPIPEN	1,268.70	201	201-44100-217	1
				INVOICE TOTAL	1,268.70			
				VENDOR TOTAL	1,268.70			
041917	1	4/19/17	4/19/17	2803 UPPER MN VALLEY RDC EDA-MEANDER EDA	200.00	211	211-46500-342	1
				INVOICE TOTAL	200.00			

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					200.00		
041917			2830	VERIZON WIRELESS			
	1	4/19/17	4/19/17	STR-CELL 3/17	66.73	101 101-43100-321	1
	2			WT-CELL 3/17	43.53	601 601-49400-321	1
	3			SEW-CELL 3/17	43.53	602 602-49450-321	1
	4			ELEC-CELL 3/17	87.35	604 604-49570-321	1
	5			AMB-CELL 3/17	22.82	201 201-44100-321	1
INVOICE TOTAL					263.96		
VENDOR TOTAL					263.96		
041917			2940	WESTERN GUARD			
	1	4/19/17	4/19/17	AMB-SERVICE RECEIPTS	64.00	201 201-44100-320	1
INVOICE TOTAL					64.00		
VENDOR TOTAL					64.00		
BANK 1 - KLEIN/UNITED PR TOTAL					31,542.61		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					31,542.61		
GRAND TOTALS					31,542.61		