

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

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

**Monday, July 10, 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**

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A copy of the minutes of the June 12, 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.	MRES Board Meeting Notice – July 13, 2017 - receive	Page 5
B.	2016 Population Estimate – receive	Page 8
C.	Computer Commuter – June 2017 – receive	Page 10
D.	Utility Report – June 2017 – receive	Page 12
E.	Regular Drill Minutes – June 19, 2017 – receive	Page 13
F.	Liquor Store Report – June 2017-receive	Page 14
G.	Mobile 311 – June 2017 – receive	Page 15
H.	Pool Attendance – June 2017 – receive	Page 17
I.	MEDA Loan Note Status – June 2017 – receive	Page 18
J.	Council Revenue/Expense Report – June 2017 – receive	Page 19

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

**6. UNFINISHED AND NEW BUSINESS**

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- A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)
- B. 2016 Audit Presentation. A DISCUSSION and MOTION may be in order. (Auditor, Council, Manager)

- C. Madison Art Council. A DISCUSSION and MOTION may be in order. (Manager, Council)
- D. LqP Sheriff Report – Sheriff Anderson. A DISCUSSION and MOTION may be in order. (Manager, Council)
- E. Broadband Committee Report. A DISCUSSION and MOTION may be in order. (Manager, Council)
- F. Street Closure – Dragon Fest July 14<sup>th</sup> and 15<sup>th</sup> – 7<sup>th</sup> Ave from 2<sup>nd</sup> St to 1<sup>st</sup> St & 2<sup>nd</sup> St from 7<sup>th</sup> Ave to alley, 5<sup>th</sup> Ave from 3<sup>rd</sup> St to 2<sup>nd</sup> St, 6<sup>th</sup> Ave from 3<sup>rd</sup> St to 2<sup>nd</sup> Ave.

- G. Small Cities Development Program Grant Award, Conflict of Interest Disclosure. A DISCUSSION and MOTION may be in order. (Manager, Council)
- F. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)

**7. MANAGER REPORT (Manager)**

- USDA Compliance Review
- Telephone Progress - Training
- Madison Memorial Field
- Manager Vacation

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

**9. AUDITING CLAIMS**

A copy of the Schedule Payment Report of bills submitted June 26, 2017 through July 10, 2017 is attached for approval for Check No. 54882 through Check No. 54928. A MOTION is in order.

**10. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
REGULAR MEETING  
JUNE 26, 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, June 26, 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 Code of Ethics Policy. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Meyer, seconded by Zahrbock and carried, minutes of the June 26, 2017, meeting were approved as presented.

**PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS**

None.

**CONSENT AGENDA**

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

(Councilmember Conroy arrived at 5:10 p.m.)

**PARK AVENUE APARTMENTS – HOUSING AND REDEVELOPMENT AUTHORITY**

At this time, several members of the Housing and Redevelopment Authority Board (Park Avenue Apartments “HRA”) approached Council to discuss the need for roof repair and carpet replacement. Carlyle Larsen provided historical and financial information to the Council on the facility, which was first occupied in 1969. He pointed out that they rely on subsidies, which have been declining over the years. He also expressed concern with monthly sanitation rates for Park Avenue Apartments.

Becky Trapp, who sits on the board in an advisory position, stated that the “HRA” is its own political subdivision, but the City Council makes the appointments to the board. She noted that the Board has been looking into grant opportunities and other funding sources, and has determined that the HRA can request the City to add a levy to the tax rolls.

Todd Hagen of Ehlers & Associates indicated that they have worked with an HRA in Granite Falls and they were able to issue revenue bonds to help with roof repair and bond debt. He will provide some

information to the City regarding the HRA's need to find financing for capital improvement projects including shingling and flooring.

It was noted that the next step will be to get bids on shingling and flooring replacement in order to determine what level of financing would be needed. Council will be updated as progress is made in this project.

### **ENGINEER UPDATE**

**Fairway View Expansion:** Upon motion by Zahrbock, seconded by Volk and carried, Council approved payment of \$1,380.00 to Bolton & Menk for engineering services related to plans created for the possible future expansion of Fairway View Subdivision.

**Street Crack Fill & Sealcoat Project:** City Engineer DeSchepper informed Council that he has not yet received a date from the contractor as to when they will start the project. Council noted that private individuals are interested in work being done while the contractor is in town.

### **FINANCIAL MANAGEMENT AND INVESTMENT SERVICES**

At this time, Todd Hagen and Jack Fay of Ehlers & Associates approached Council to explain work to be performed and "not to exceed" contract amounts for the proposed completion of a Financial Management Plan as well as investment services. The proposal also includes estimates for utility rate studies for the Water, Sewer, and Storm Sewer Funds. Mr. Hagen explained that a Financial Management Plan helps cities to identify desired projects and purchases into the future and how to fund them.

City Manager Halvorson informed Council that she and City Engineer DeSchepper and city staff have been working on a Capital Improvement Plan to identify current and future needs. She noted that an on-going 5-year picture of capital projects and purchases helps the City be prepared and gives a more futuristic look, and that a Financial Management Plan would be a very useful tool going forward. Council was informed that there is approximately \$11,000 left over from the \$1,485,000 GO Refunding & Water Revenue Bonds, Series 2016A which would be utilized for this purpose.

Mr. Hagen noted that Ehlers & Associates could start the Financial Management Plan now with the 2016 Audit that will be presented to Council in the near future, and be able to provide a levy indicator by September and have it finalized by the end of year for approval of the final levy.

After further discussion, upon motion by Conroy, seconded by Zahrbock and carried, Council accepted the "not to exceed" price of \$15,750 for Ehlers & Associates to prepare a Financial Management Plan for the City of Madison. Regarding the proposed utility rate studies, City Manager Halvorson noted that MN Rural Water will do rate studies at no charge so the City would utilize them rather than Ehlers & Associates.

Jack Fay of Ehlers & Associates informed Council that he had met with City Treasurer Gene Koosmann about 6 months ago to get a "snapshot" of the City's current investments and investing practices. He noted that Ehlers & Associates can provide investments services to the City with a flat-rate fee tiered on level of assets. He noted that going with an outside investment service creates transparency and leads the city's decision makers. City Manager Halvorson noted that City Treasurer Gene Koosmann has indicated his pending retirement; and at this time, city staff does not have the expertise to take over the investment role. The remaining City Treasurer tasks will be absorbed by Business Office staff. Council was informed that this piece is for their information only. City Manager Halvorson is not recommending action on the proposal at this time.

### **CITY COUNCIL CHECKLIST**

Council reviewed the City Council Checklist. They noted that the grass looks good on Block 48. City Manager Halvorson noted that meetings will be held regarding broadband and the proposed community center/childcare center.

### **TEMPORARY WAIVER OF LIQUOR ORDINANCE**

Upon motion by Meyer, seconded by Zahrbock and carried, **RESOLUTION 17-26** titled “Resolution Temporarily Waiving the Liquor Ordinance in Slen Park during the June 28, 2017, Block Party from 5PM to 7PM” was adopted. A complete copy of Resolution 17-26 is contained in City Clerk’s Book #8.

### **SWIMSUIT REIMBURSEMENT**

Upon motion by Volk, seconded by Thole and carried, **RESOLUTION 17-27** titled “Resolution Confirming Swimsuit Reimbursement Policy for Madison Swimming Pool Employees” was adopted. This resolution would provide for the purchase of one swimsuit per swimming season for swimming pool lifeguards and water safety instructors. A complete copy of Resolution 17-27 is contained in City Clerk’s Book #8.

### **STOP SIGN**

Upon motion by Zahrbock, seconded by Conroy and carried, Council approved the installation of a stop sign at the intersection of 4<sup>th</sup> Street and 3<sup>rd</sup> Avenue near the M-M-N Elementary School. Councilmember Conroy noted that this is a legitimate place for a stop sign as it is the only block by the school without one.

### **VOIP PHONE SYSTEM**

Upon motion by Zahrbock, seconded by Conroy and carried, Council approved payment to Thole Electric and Rural Solutions, Inc. in the amount of \$2,856.51 and \$2,430.62 respectively, for the purchase of telephone equipment and network upgrades connected to installation of new VOIP phone system. Rural Solutions, Inc. will be establishing a new “server room” in the basement of City Hall.

### **APPLICATION FOR EXEMPT PERMIT**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved execution of an Application for Exempt Permit for a raffle to be held by St. Michael’s Church in connection with an event in September, 2017.

### **CODE OF ETHICS POLICY**

Upon motion by Meyer, seconded by Zahrbock and carried, Council approved a Code of Ethics for Public Officials in the City of Madison, Minnesota. Council was informed that the USDA will be in Madison for a monitoring visit required of USDA funding recipients. The draft policy was provided by USDA and reviewed by City Attorney Stulz.

**CITY MANAGER REPORT**

**Small Cities Assistance Account:**

City Manager Halvorson informed Council that the City of Madison will be receiving \$17,124 from the Small Cities Assistance Account from the State of Minnesota, and that these funds can be used toward the City's seal coating project.

**Prairie Five Mealsite:**

Council was informed that Prairie Five has been unable to fill positions needed to prepare meals in the City Hall basement for their senior nutrition program. At present, meals are being delivered from Montevideo and Prairie Five has advertised for a local vendor to provide meals to the senior center.

**City Education/Appreciation Event:**

City Manager Halvorson informed Council that Missouri River Energy Services was impressed with the City Event and will be using pictures in future publications.

**MAYOR/COUNCIL REPORTS**

**J. F. Jacobson Park Sign:** Councilmember Conroy noted that Ryan Schmitt has prepared a new sign design with quote which Conroy will forward to Council.

**Kiwanis Block Party:** Councilmember Meyer reminded Council of the Kiwanis Block Party to be held at Slen Park on June 28<sup>th</sup> from 5:00-7:00 p.m.

**DISBURSEMENTS**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted June 13<sup>th</sup> and June 26<sup>th</sup>, 2017. These disbursements include United Prairie Check Nos. 54779-54857.

There being no further business, meeting adjourned at 6:55 p.m.

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Greg Thole – Mayor

**ATTEST:**

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Kathleen Weber – City Clerk

June 27, 2017

## NOTICE OF MEETING

### Missouri River Energy Services Board of Directors

You are hereby notified that the regular meeting of the Missouri River Energy Services (MRES) Board of Directors will be held at 7 a.m., Thursday, July 13, and will reconvene at 7 a.m., Friday, July 14, 2017. The meeting will be held at the Ramkota Hotel & Conference Center, 920 West Sioux Avenue, Pierre, South Dakota.

The meeting is being held in a physically accessible place. If you have special needs, please contact Missouri River Energy Services at 605-338-4042 or [mailman@mrenergy.com](mailto:mailman@mrenergy.com) at least 48 hours prior to the start of the meeting, and necessary accommodations will be made.

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



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Brad Roos  
Secretary/Treasurer

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

**Draft Agenda**  
**Missouri River Energy Services (MRES)**  
**Board of Directors Meeting**  
**Ramkota Hotel and Convention Center**  
**920 West Sioux Avenue**  
**Pierre, South Dakota**  
**7 a.m., July 13 and 7 a.m. July 14, 2017**

Call to Order

1. **Consideration of the Agenda** ..... \*\*
2. **Consent Agenda** ..... \*\*
  - ⇔ a. **Consideration of the June 8, 2017, Board Minutes**
  - ⇔ b. **Acceptance of the May 2017 Financial Statements**
  - ⇔ c. **Approval ROC Minutes**
  - ⇔ d. **Approval of 07-17 Warrants and Requisitions**

Thursday, July 13, 2017

3. **Strategic Planning**
  - a. Mission, Vision, Purpose, & Values – Peters 7:05-7:30 a.m.
  - b. Industry Perspectives – Blodgett 7:30-8:30 a.m.
    - i. Industry Issues and JAA Response
    - ii. Public Power Forward Initiative
  - c. MRES Strategic Priorities – Staff 8:30-10:00 a.m.
  - d. Break 10:00-10:15 a.m.
  - e. Strategic Action – Smart Grid 10:15-11:15 a.m.

Friday, July 14, 2017

3. **Strategic Planning (Continued)**
  - f. Strategic Action S-1 Rates 7:00-8:30 a.m.
    - i. Economic Development Incentives
    - ii. Green Energy Rate
  - g. Discussion of Other Strategic Actions 8:30-9:00 a.m.
4. Unfinished Business
  - a. **Future Power Supply Policy** ..... \*\*
5. New Business
  - a. **Approve Auditors for 2017-2019** ..... \*\*
6. Reports
  - a. Board
  - b. Chief Executive Officer
  - c. Legislative & Governmental Relations
  - d. Federal Legislative (Kanner)
  - e. Legal
  - f. General Counsel (Woods Fuller)
  - g. Special Counsel (Van Ness Feldman)
  - h. Administration & Finance
  - i. Federal & Distributed Power Programs
  - j. Member Services & Communications
  - k. Power Supply & Operations
7. Other Business
  - None
8. Future Meetings
  - August 10 ..... 7:30 a.m. .... MRES Strategic Board Meeting ..... MRES Office, Sioux Falls, SD



9. Adjourn ..... \*\*

**\*\*Action Anticipated**

300 Centennial Office Building  
658 Cedar Street  
St. Paul, MN 55155  
Telephone: 651-201-2473  
TTY: 651-297-4357



Valerie Halvorson, Mgr  
City of Madison  
404 6th Ave  
Madison, MN 56256-1237

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2016, population and household estimates for your jurisdiction.

These estimates are being sent to you now for review and comment. It's important that our estimates are accurate, as they are used to distribute state aid to cities and townships. If you have questions about how our estimates impact a specific program, please contact the state agency responsible for that program.

The enclosed figures represent estimated population and household changes since the 2010 Census. The number of households corresponds to the number of occupied housing units. A household may be a single family, one person living alone, or any group of people who share the same living area. While we believe that our estimates are usually accurate, we realize there may be occasional problems. For this reason, we value your comments. We may not be aware of such changes as housing demolitions, the gain or loss of group quarters (like college dormitories, nursing homes, etc.), construction of public housing and the gain or loss of mobile homes.

Please note that our estimates:

- pertain to one year ago, not the present;
- have also been sent to your county auditor for review;
- are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July.

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2017**. Questions or comments should be directed to James Hibbs at the address listed on the letterhead. You may also contact us by e-mail at [local.estimatedata@state.mn.us](mailto:local.estimatedata@state.mn.us) or by phone at (651) 201-2473. The volume of phone calls is heavy at this time of year, so you may be asked to leave a message on our voice mail system. We will respond promptly. Please remember that we cannot correct problems with the 2010 Census.

Thank you for taking time to review these estimates.

Sincerely,

A handwritten signature in black ink, appearing to read 'Susan Brower', with a long horizontal flourish extending to the right.

Susan Brower  
State Demographer

Enclosures

**DATE:** June 1, 2017  
**TO:** Valerie Halvorson, Mgr  
City of Madison  
**FROM:** Susan Brower  
Minnesota State Demographer  
**SUBJECT:** 2016 Population and Household Estimates

Your April 1, 2016 population estimate is 1,476.

Your April 1, 2016 household estimate is 723.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 300 Centennial Office Building, 658 Cedar Street, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to [local.estimatedata@state.mn.us](mailto:local.estimatedata@state.mn.us). All challenges must be submitted in writing. Please refer to the enclosed sheet for details

## Kathy Weber

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**From:** Mary Quick <mary.quick@lqpco.com>  
**Sent:** Monday, July 03, 2017 9:28 AM  
**To:** City of Bellingham; Boyd; Madison; Dawson; Marietta; Marion Goetsch; Nassau  
**Subject:** Computer Commuter June Update  
**Attachments:** June 2017.xls

\*Please find attached the community totals for June.

\*52 people came on board the Computer Commuter this month.

\*We gained 3 new users:

Bellingham: 1  
Boyd: 2

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

Laptops: 17  
Tablets: 8  
Smart phones: 4

\*The Computer Commuter did not run June 26, 27 or 28. We did miss visiting Boyd June 7. And, the bus is not running July 4. There was a notice posted in both papers of upcoming dates the bus won't be running through August.

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

Mary Quick  
LqP Computer Commuter Coordinator

June 2017

Town	5-Jun	12-Jun	19-Jun	26-Jun	Total
Bellingham	1	1	2	Off	4
Boyd	Cancelled	3	6	Off	9
Dawson	4	3	6	Off	13
Madison	3	2	3	Off	8
Marietta	2	3	4	Off	9
Nassau	3	3	3	Off	9
Total	13	15	24	0	52

Apr-17	Consumption	Charges	% Diff		Apr-16	Consumption	Charges	% Diff		Apr-15	Consumption	Charges
Commercial Serv Charge	154.00	2,016.00	0.65%	0.55%	Commercial Serv Charge	153.00	2,005.06	-0.65%	0.71%	Commercial Serv Charge	154.00	\$ 1,991.00
Commercial Light	712,743.00	49,943.82	-2.37%	-1.31%	Commercial Light	730,013.00	50,604.60	18.85%	16.72%	Commercial Light	614,222.00	\$ 43,354.61
Demand Charge	1,702.83	9,570.00	-1.33%	-1.33%	Demand Charge	1,725.83	9,699.19	9.12%	9.12%	Demand Charge	1,581.66	\$ 8,888.92
Safe Drinking Water	-	-	-100.00%	0.00%	Safe Drinking Water	1.00	6.36	#DIV/0!	0.00%	Safe Drinking Water	-	\$ -
Garbage Charge	840.00	17,551.67	0.24%	-0.40%	Garbage Charge	838.00	17,622.03	0.24%	1.07%	Garbage Charge	836.00	\$ 17,436.23
Res Serv Charge	797.00	6,384.25	0.00%	-0.85%	Res Serv Charge	797.00	6,438.70	0.00%	0.35%	Res Serv Charge	797.00	\$ 6,416.00
Res Light	657,717.00	47,885.69	4.52%	4.51%	Res Light	629,277.00	45,817.32	1.40%	1.40%	Res Light	620,586.00	\$ 45,184.58
Sewer Charge	3,003,300.00	19,866.98	5.81%	5.79%	Sewer Charge	2,838,500.00	18,779.30	2.93%	11.35%	Sewer Charge	2,757,800.00	\$ 16,865.28
Security Light Charge	27.00	159.42	0.00%	7.41%	Security Light Charge	27.00	148.42	0.00%	0.00%	Security Light Charge	27.00	\$ 148.42
Storm Sewer Charge	935.00	12,105.94	0.75%	-0.19%	Storm Sewer Charge	928.00	12,129.43	-0.43%	-0.11%	Storm Sewer Charge	932.00	\$ 12,142.89
Sewer Serv Charge	883.00	17,109.96	0.00%	-1.29%	Sewer Serv Charge	883.00	17,333.14	0.11%	7.78%	Sewer Serv Charge	882.00	\$ 16,081.97
Water Service Charge	886.00	16,947.53	0.00%	-1.49%	Water Service Charge	886.00	17,203.70	0.11%	6.45%	Water Service Charge	885.00	\$ 16,162.03
Water Charge	3,022,000.00	25,960.20	5.15%	4.97%	Water Charge	2,874,100.00	24,730.82	2.03%	8.61%	Water Charge	2,816,900.00	\$ 22,769.83
Accounted for Water Usage	87%	\$ 225,501.46	\$ 1,245.89	1.34%	Accounted for Water Usage	82%	\$ 222,518.07	\$ 8,729.76	7.27%	Accounted for Water Usage	94%	\$ 207,441.76
May-17	Consumption	Charges	% Diff		May-16	Consumption	Charges	% Diff		May-15	Consumption	Charges
Commercial Serv Charge	155.00	2,016.38	1.31%	0.72%	Commercial Serv Charge	153.00	2,002.00	-0.65%	0.71%	Commercial Serv Charge	154.00	\$ 1,987.87
Commercial Light	613,944.00	43,036.43	-0.81%	-0.96%	Commercial Light	618,958.00	43,452.91	4.00%	4.17%	Commercial Light	595,139.00	\$ 41,714.81
Demand Charge	1,636.30	9,196.07	-14.57%	-14.57%	Demand Charge	1,915.28	10,763.95	23.49%	23.50%	Demand Charge	1,550.91	\$ 8,716.10
Safe Drinking Water	-	-	-100.00%	0.00%	Safe Drinking Water	1.00	6.36	#DIV/0!	0.00%	Safe Drinking Water	-	\$ -
Garbage Charge	839.00	17,537.30	-0.47%	-1.58%	Garbage Charge	843.00	17,817.96	0.12%	1.64%	Garbage Charge	842.00	\$ 17,529.71
Res Serv Charge	787.00	6,335.19	-2.48%	-2.71%	Res Serv Charge	807.00	6,511.42	1.13%	1.34%	Res Serv Charge	798.00	\$ 6,425.21
Res Light	486,351.00	35,410.94	-6.49%	-6.50%	Res Light	520,130.00	37,871.51	3.45%	3.45%	Res Light	502,790.00	\$ 36,608.93
Sewer Charge	2,653,300.00	17,556.98	-6.22%	-6.21%	Sewer Charge	2,829,400.00	18,719.24	-0.87%	7.25%	Sewer Charge	2,854,200.00	\$ 17,453.32
Security Light Charge	28.00	163.59	3.70%	10.22%	Security Light Charge	27.00	148.42	0.00%	0.00%	Security Light Charge	27.00	\$ 148.42
Storm Sewer Charge	931.00	12,115.84	-0.53%	-0.76%	Storm Sewer Charge	936.00	12,208.96	0.54%	0.62%	Storm Sewer Charge	931.00	\$ 12,133.63
Sewer Serv Charge	879.00	17,080.74	-1.79%	-2.47%	Sewer Serv Charge	895.00	17,513.58	0.90%	8.35%	Sewer Serv Charge	887.00	\$ 16,164.46
Water Service Charge	883.00	16,936.76	-1.78%	-2.69%	Water Service Charge	899.00	17,404.61	0.67%	6.66%	Water Service Charge	893.00	\$ 16,317.46
Water Charge	2,681,700.00	23,062.24	-7.69%	-7.58%	Water Charge	2,905,000.00	24,953.50	-1.36%	4.83%	Water Charge	2,945,000.00	\$ 23,803.70
Accounted for Water Usage	83%	\$ 200,448.46	\$ (4,591.61)	-4.26%	Accounted for Water Usage	82%	\$ 209,374.42	\$ 5,148.87	5.21%	Accounted for Water Usage	84%	\$ 199,003.62
Jun-17	Consumption	Charges	% Diff		Jun-16	Consumption	Charges	% Diff		Jun-15	Consumption	Charges
Commercial Serv Charge	156.00	2,060.00	1.30%	1.23%	Commercial Serv Charge	154.00	2,035.00	0.65%	1.65%	Commercial Serv Charge	153.00	\$ 2,002.00
Commercial Light	708,287.00	49,783.55	0.95%	1.55%	Commercial Light	701,591.00	49,024.29	6.80%	6.89%	Commercial Light	656,898.00	\$ 45,862.12
Demand Charge	1,788.17	10,049.58	8.69%	8.69%	Demand Charge	1,645.26	9,246.34	-2.76%	-2.76%	Demand Charge	1,691.91	\$ 9,508.51
Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	\$ -
Garbage Charge	844.00	17,714.38	-0.12%	-0.49%	Garbage Charge	845.00	17,801.57	0.96%	1.31%	Garbage Charge	837.00	\$ 17,571.24
Res Serv Charge	795.00	6,395.00	-0.63%	-0.09%	Res Serv Charge	800.00	6,401.04	0.63%	0.37%	Res Serv Charge	795.00	\$ 6,377.29
Res Light	615,576.00	44,815.97	8.86%	8.85%	Res Light	565,494.00	41,173.97	2.86%	2.86%	Res Light	549,757.00	\$ 40,028.21
Sewer Charge	3,293,300.00	21,780.98	2.03%	2.03%	Sewer Charge	3,227,700.00	21,348.02	13.38%	22.63%	Sewer Charge	2,846,800.00	\$ 17,408.18
Security Light Charge	28.00	165.78	3.70%	12.64%	Security Light Charge	27.00	147.18	0.00%	-0.84%	Security Light Charge	27.00	\$ 148.42
Storm Sewer Charge	934.00	12,135.30	0.54%	0.59%	Storm Sewer Charge	929.00	12,063.81	0.11%	-0.26%	Storm Sewer Charge	928.00	\$ 12,095.04
Sewer Serv Charge	887.00	17,234.86	0.11%	-0.14%	Sewer Serv Charge	886.00	17,258.61	0.34%	7.53%	Sewer Serv Charge	883.00	\$ 16,049.81
Water Service Charge	892.00	17,106.81	0.22%	-0.24%	Water Service Charge	890.00	17,148.17	0.11%	5.83%	Water Service Charge	889.00	\$ 16,202.81
Water Charge	3,344,300.00	28,586.76	-0.94%	-1.02%	Water Charge	3,376,100.00	28,881.12	11.21%	18.12%	Water Charge	3,035,700.00	\$ 24,450.99
Accounted for Water Usage	82%	\$ 227,828.97	\$ 5,242.06	2.38%	Accounted for Water Usage	94%	\$ 222,529.12	\$ 4,101.27	7.14%	Accounted for Water Usage	82%	\$ 207,704.62

Regular Drill Meeting  
6/19/2017

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. May 27<sup>th</sup> – vehicle accident, Hwy 75 and 212
2. June 5<sup>th</sup> – propane cylinder lead, Dove Ag Services
3. June 8<sup>th</sup> – transformer/pole down, starting small fires, 10 miles south on Hwy 75

Training report:

- June 19 (tonight) – hall cleanup in preparation for 4<sup>th</sup> of July activities
- July 11<sup>th</sup> – hose testing
- July 17<sup>th</sup> – next meeting
- July 25<sup>th</sup> – possible joint training with ambulance on air lifts.

Hall Duties for July: Mark Olson and Seth Haas

The usual July 4<sup>th</sup> activities are planned with the department returning to feeding brats this year. An informal role call was taken with most at the meeting planning on attending.

Scheduled training nights – moving forward, let Chief Mitch Wellnitz know if you can't make it to training to avoid having situations where trainers travel large distances only to have the training cancelled due to a low turnout.

Here is a reminder from City Hall that the MFD will not fill swimming pools.

The racing schedule is posted, you will need to find your own replacement if you cannot make your scheduled night.

There is a number of area water fight invitations posted on the bulletin board.

Further discussion was held in regards of MFD sponsoring a scholarship through the Dollars for Scholars program. Gary Hansen will speak with our accountant and Brian Tebben will get some answers from a Dollars for Scholars board member.

A poll was taken and the MFD is still interested in helping run the Bingo stand at the LqP Fair.

Volunteer Firefighters Benefit Association of Minnesota annual information will be posted on the bulletin board.

The DNR grant has been submitted and no word has been received yet on our FEMA grant application.

Alcohol Policy discussion – clarification from the city council was received in regards to the policy papers that were drawn up last fall. Basically, the point is that if we are hosting an event as the Madison Fire Department or if we are using MFD equipment there is a zero tolerance for alcohol. If we are going to another town's water fight event and using our own vehicles we need to abide by the MFD's conduct policy, but the alcohol policy is not applicable. An unwritten rule of thumb would be that if you have had more than two beverages and the pager goes off, stay where you are. A copy of these minutes, with these clarifications will be attached to the alcohol policy.

Motion was made by Brian Tebben to adjourn meeting seconded by Jerod Zimbelman, carried.

Don Tweet  
Secretary

**CITY OF MADISON  
MUNICIPAL LIQUOR STORE**

**LIQUOR DISPENSARY REPORT  
Statement for the month of JUNE 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	10,143.68	12,490.64	30.08%	55,275.66	60,948.11	30.80%
Beer	29,549.07	27,972.87	67.36%	140,745.38	133,933.53	67.68%
Mix, Ice, Etc.	1,132.21	1,062.55	2.56%	3,032.77	3,004.99	1.52%
<b>TOTAL SALES</b>	<b>40,824.96</b>	<b>41,526.06</b>	<b>100.00%</b>	<b>199,053.81</b>	<b>197,886.63</b>	<b>100.00%</b>
<b>COST OF SALES</b>						
Inventory at 1st of month	47,906.50	46,480.52	111.93%	265,705.71	238,454.26	120.50%
Purchases	26,179.31	29,695.27	71.51%	136,065.60	145,893.77	73.73%
Freight	204.20	314.00	0.76%	994.00	1,065.00	0.54%
Inventory at end of month	46,480.52	48,252.07	116.20%	271,434.60	255,126.07	128.93%
<b>TOTAL COST OF SALES</b>	<b>27,809.49</b>	<b>28,237.72</b>	<b>68.00%</b>	<b>131,330.71</b>	<b>130,286.96</b>	<b>65.84%</b>
<b>GROSS PROFIT</b>	<b>13,015.47</b>	<b>13,288.34</b>	<b>32.00%</b>	<b>67,723.10</b>	<b>67,599.67</b>	<b>34.16%</b>
<b>OPERATING EXPENSE</b>						
Labor	4,234.15	4,025.96	9.70%	25,395.91	26,618.82	13.45%
PERA	94.16	87.76	0.21%	524.48	568.30	0.29%
FICA	323.93	308.00	0.74%	1,942.91	2,036.43	1.03%
Mandatory Medicare	0.00	0.00	0.00%	0.00	0.00	0.00%
Worker's Compensation	2,847.00	1,746.00	4.20%	2,847.00	1,746.00	0.88%
City Health Insurance	424.58	424.57	1.02%	2,547.48	2,547.47	1.29%
General Supplies	128.85	26.58	0.06%	235.61	56.57	0.03%
* Audit Service	83.34		0.00%	500.04	0.00	0.00%
Dues & Subscriptions	0.00		0.00%	391.00	391.00	0.20%
Licenses & Taxes	0.00		0.00%	0.00	0.00	0.00%
Telephone	124.83	168.29	0.41%	706.00	719.06	0.36%
Advertising	280.88	489.50	1.18%	2,048.57	2,171.76	1.10%
Utilities	341.00	317.39	0.76%	2,163.53	2,818.10	1.42%
* Property Insurance	133.75		0.00%	802.50	1,559.00	0.79%
Training	0.00		0.00%	0.00	0.00	0.00%
Building Maint.	0.00		0.00%	0.00	56.45	0.03%
Equipment Maint.	0.00		0.00%	0.00	2,398.29	1.21%
Contractual Services	548.74	514.60	1.24%	2,859.52	2,776.29	1.40%
Travel	0.00		0.00%	0.00	0.00	0.00%
* Dram Shop Insurance	43.92		0.00%	263.52	516.00	0.26%
Miscellaneous	0.00		0.00%	0.00	0.00	0.00%
Depreciation	1,767.88	485.98	1.17%	2,915.88	2,915.88	1.47%
<b>TOTAL OPERATING EXPENSE</b>	<b>11,377.01</b>	<b>8,594.63</b>	<b>20.70%</b>	<b>46,143.95</b>	<b>49,895.42</b>	<b>25.21%</b>
<b>Operating Income</b>	<b>1,638.46</b>	<b>4,693.71</b>	<b>11.30%</b>	<b>21,579.15</b>	<b>17,704.25</b>	<b>8.95%</b>
<b>Nonoperating Revenues:</b>						
Interest Income	0.00		0.00%			0.00%
<b>NET INCOME</b>	<b>1,638.46</b>	<b>4,693.71</b>	<b>11.30%</b>	<b>21,579.15</b>	<b>17,704.25</b>	<b>8.95%</b>



# JUNE 2017 311 MONTHLY COUNCIL REPORT

Status	Address Number	Street Name	Work Type	Date Flagged	Flagged By	Modified Date	Last Modified By	Description	Comments
Notice Sent	409	8TH AVE	Junk Vehicle/Blight	6/30/2017 3:31:01 PM	Angie.Amland	6/30/2017 4:25:49 PM	Angie.Amland	Complaint about trash on lawn, people living in the bus (noises). Take pics.	RECHECK 7/7/17 there is garbage in back yard but hard to see with buses and cars parked in the way
Notice Sent	421	PARK AVE	Parking	6/29/2017 11:15:09 AM	Angie.Amland	6/29/2017 1:40:00 PM	Angie.Amland	Received a complaint about an RV being parked on street for over a month. Take pic then will send a copy of parking ordinance and letter.	Recheck 7/7/17 by noon
Complete	2355	241 ave	Maintenance	6/28/2017 1:20:58 PM	Dennis.Vonderharter	6/28/2017 1:22:20 PM	Dennis.Vonderharter	Roots Blower #1	changed oil & greased blower & motor 6-28-17 5789 hrs. next recheck 7/7/17. weeds
Complete	503	8TH AVE	Code Enforcement Other	6/26/2017 8:44:00 AM	Angie.Amland	6/30/2017 11:17:54 AM	Angie.Amland	Citizen Complaint. Weeds, junk and stinky compost pile. Please take pics of any ordinance violations.	growing at North property line both front and rear yard looks like junk piled next to house did not smell anything 6/30/17 yard and weeds have been mowed still don't smell
Complete	0	No Geocode	Streets - Other	6/23/2017 4:07:32 PM	Allan.Thompson	6/23/2017 4:07:33 PM	Allan.Thompson		6/23/17 blade alleys
Work in Progress	0	No Geocode	Streets - Other	6/23/2017 4:06:22 PM	Allan.Thompson	6/23/2017 4:06:23 PM	Allan.Thompson		week of 6/19/17 burn brush pile and stir up all week to try to keep burning
Complete	106	5TH AVE	Junk Vehicle/Blight	6/23/2017 12:40:11 PM	Allan.Thompson	6/30/2017 11:18:11 AM	Angie.Amland	Recheck on 6/30/17	grass and weeds at cracks in sidewalk two sides of building and long grass in rear three pictures 6/30/17 cracks in sidewalk have been sprayed and rear of building has been mowed
Work in Progress	220	WILDWOOD AVE	New Construction	6/21/2017 10:05:48 AM	linedept	7/5/2017 11:15:19 AM	linedept	Converting wildwood from overhead to underground.	Getting terminations done.
Work in Progress	716	6TH AVE W	New Construction	6/21/2017 9:29:52 AM	linedept	6/21/2017 9:32:33 AM	linedept	Replacing underground to transformer and three houses to be converted to underground.	

City Attorney	302	5TH ST E	Parking	6/15/2017 12:12:45 PM	Angie.Amland	6/29/2017 10:43:32 AM	Angie.Amland	Received a complaint about an RV being parked on street for over a month. Take pic then will send a copy of parking ordinance and letter.	Recheck 6/28/17 4pm. as of 6/29/17 camper is still parked on the street
Complete	531	8TH ST	Parking	6/15/2017 8:25:02 AM	Allan.Thompson	6/15/2017 8:25:03 AM	Allan.Thompson		check complaint of parking on West side of property-nothing parked on street 6/13/17 talked with sheriff Anderson said deputy had talked with occupant are not people allowed to park on street
Complete	0	No Geocode	Streets - Other	6/15/2017 8:19:38 AM	Allan.Thompson	6/15/2017 8:19:39 AM	Allan.Thompson		6/14/17 pickup branches
Complete	1121	1ST AVE	Line Down	6/14/2017 9:07:31 AM	linedept	6/15/2017 10:13:35 AM	linedept		Broken pole
Complete	724	7TH AVE	Streets - Other	6/14/2017 8:21:48 AM	Angie.Amland	6/14/2017 8:21:49 AM	Angie.Amland	Mr. Harwick-safety concerns due to his neighbors directly to the East and parking several cars on the street. His concern is having to use the wrong side of the street and the ability to see traffic properly. Al - could the Sheriff office please take a look at this as well.	I think we got the issue resolved. Deputy spoke to homeowner last night and explained the complaint. All four vehicle were parked in his driveway. I spoke to the city worker as well following up on it
Complete	0	Swimming Pool	Tree Trimming	6/13/2017 6:44:06 PM	linedept	6/21/2017 10:07:49 AM	linedept		Tree is split hanging over the pool.
Complete	0	Wildwood	Street Light Out - Electric	6/13/2017 10:57:47 AM	linedept	6/13/2017 10:58:26 AM	linedept		Replaced 2-150 hps
Complete	200	10TH AVE	Street Light Out - Electric	6/13/2017 10:57:13 AM	linedept	6/13/2017 10:58:26 AM	linedept		Replaced 175 mv
Complete	102	5TH ST	Outage	6/12/2017 4:23:47 PM	linedept	6/12/2017 4:24:23 PM	linedept		Replaced fuse in house
Complete	1011	3RD AVE	High Grass	6/6/2017 11:47:20 AM	Allan.Thompson	6/14/2017 9:42:40 AM	Angie.Amland	Recheck 6/14/17	grass is about a foot tall 6/14/17 lawn has been mowed
Complete	0	No Geocode	Sweeping	6/5/2017 1:50:50 PM	Allan.Thompson	6/5/2017 1:50:51 PM	Allan.Thompson		6/2/17 sweep uptown area streets, hi ways, and fair st
Complete	1016	4TH AVE	High Grass	6/5/2017 10:49:22 AM	Allan.Thompson	6/14/2017 9:42:58 AM	Angie.Amland	Recheck 6/14/17	grass is close to two feet tall 6/14/17 lawn has been mowed

June 2017 Pool Attendance									
	DAY				NIGHT				
DATE	Students	Adults	Passes	Weather	Students	Adults	Passes	Weather	DAY TOTALS
5/31/2017	K-4 SWIM				K-4 SWIM				
6/1/2017	35	10	47	Sunny	15	0	26	Sunny	133
6/2/2017	52	17	57	Sunny	15	5	40	Partly Cloudy	186
6/3/2017	15	4	43	Partly Cloudy	19	0	22	Sunny	103
6/4/2017	33	24	70	Sunny	9	0	50	Sunny	186
6/5/2017	22	6	63	Sunny	6	0	40	Sunny	137
6/6/2017	16	5	70	Sunny	5	1	26	Sunny	123
6/7/2017	19	3	47	Sunny	76	17	-	Sunny	162
6/8/2017	12	3	78	Sunny	8	1	29	Sunny	131
6/9/2017	22	10	93	Sunny	10	2	25	Sunny	162
6/10/2017	10	10	36	Partly Cloudy	6	4	25	Sunny	91
6/11/2017	5	0	25	Partly Cloudy	2	4	25	Partly Rainy	61
6/12/2017	5	2	33	Partly Cloudy	2	0	23	Partly Cloudy	65
6/13/2017	1	1	17	Cloudy	0	0	0	Lightning	19
6/14/2017	17	8	55	Sunny	7	0	66	Sunny	153
6/15/2017	16	9	52	Partly Cloudy	0	0	33	Sunny	110
6/16/2017	6	8	52	Partly Cloudy	1	1	14	Sunny	82
6/17/2017	2	1	8	Partly Rainy	2	0	7	Partly Cloudy	20
6/18/2017	4	2	18	Partly Rainy	0	0	14	Partly Cloudy	38
6/19/2017	5	2	28	Partly Cloudy	0	0	0	Partly Cloudy	35
6/20/2017	20	5	79	Sunny	4	3	29	Partly Cloudy	140
6/21/2017	18	5	78	Sunny	6	1	48	Partly Cloudy	156
6/22/2017	0	0	9	Partly Rainy	7	1	15	Sunny	32
6/23/2017	1	0	5	Partly Rainy	0	0	7	Sunny	13
6/24/2017	3	0	3	Partly Cloudy	1	0	6	Cloudy	13
6/25/2017	3	0	15	Cloudy	2	0	6	Cloudy	26
6/26/2017	5	4	19	Sunny	34	0	28	Partly Cloudy	90
6/27/2017	8	5	45	Partly Cloudy	1	0	27	Partly Cloudy	86
6/28/2017	5	0	17	Sunny	75	35	-	Partly Cloudy	132
6/29/2017	7	2	32	Partly Cloudy	1	0	10	Partly Rainy	52
6/30/2017	8	3	37	Cloudy	2	1	11	Partly Cloudy	62
	375	149	1231		316	76	652		
Grand total for June									2799

Key:
Red: Storming/Lightning
Blue: Free Swim
Yellow: Unsanitary Incident

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

June 30, 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	12/01/21	\$10,000.00	\$142.08	211	\$999.30	\$10,000.00
Mtech Service & Repair L	MGD#1008		\$15,000.00	\$283.07			\$19,682.12
LQP Racing Assn.	MGD#71	09/15/10	\$25,000.00	A-\$5,934.91	2 1/2 yrs	\$1,522.09	\$1,522.09
Ronold Sorenson	MGD#1007		\$25,000.00		1245	\$5,896.32	\$25,000.00
Ron & JoAnn Sorenson	MGD#69	06/01/13	\$70,000.00	\$371.00	379	\$1,794.94	\$36,316.54
Mark Siegert	Dev Agreeemnt	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			\$2,382.27
Pantry Café	MGD#1011	12/01/19	\$3,703.59	\$110.75			\$3,019.19
<b>TOTAL MEDA LOANS (REVOLVING LOAN FUND)</b>						<b>\$10,212.65</b>	<b>\$97,922.21</b>

**MEDA DWM PAY LOANS (CITY)**

<b>TOTAL MEDA DWN PAY LOANS (CITY)</b>	<b>\$0.00</b>	<b>\$0.00</b>
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**MEDA DWM PAY LOANS (STATE)**

	\$0.00	\$0.00
<b>TOTAL MEDA DWN PAY LOANS (STATE)</b>	<b>\$0.00</b>	<b>\$0.00</b>

**TOTAL DELINQUENCIES \$10,212.65**

**FUND BALANCE AVAILABILITY**

		DWN PAY LOANS (CITY)	DWM PAY LOANS (STATE)	TOTALS
Fund Balance	\$247,167.69	\$0.00	\$0.00	\$247,167.69
Less Loans Outstanding	\$97,922.21	\$0.00	\$0.00	\$97,922.21
Less Other Assets		\$0.00	\$0.00	\$0.00
Funds Available	\$149,245.48	\$0.00	\$0.00	\$149,245.48
<b>TOTAL CHECKING &amp; INVESTMENTS OR FUNDS AVAILABLE FOR LENDING</b>				<b>\$149,245.48</b>

**FUND BALANCE INCOME**

June 2017 Interest	\$280.90
2017 YTD interest	\$666.16

**REVENUE REPORT**  
**CALENDAR 6/2017, FISCAL 6/2017**

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	1,649,821.91	323,058.28	454,015.33	27.52	1,195,806.58
	AMBULANCE TOTAL	109,500.00	6,973.71	64,599.76	59.00	44,900.24
	SCDP GRANT REVOLVING LOAN TOTA	.00	1,082.87	7,261.17	.00	7,261.17-
	EDA TOTAL	33,279.94	203.90	203.90	.61	33,076.04
	EDA REVOLVING LOAN FUND TOTAL	5,100.00	280.90	666.16	13.06	4,433.84
	'98 STORM SEWER DEBT SERV TOTA	850.00	.00	99,941.25	1,757.79	99,091.25-
	2009 GO TEMP IMPROVE DEBT TOTA	11,082.50	5,543.54	6,986.61	63.04	4,095.89
	INFRA. REPLACE. DEBT SERV TOTA	508,445.55	81,046.84	86,980.61	17.11	421,464.94
	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
	WWTP PROJECT FUND TOTAL	.00	.00	36,864.03	.00	36,864.03-
	WATER TOTAL	517,700.00	46,361.19	249,499.26	48.19	268,200.74
	SEWER TOTAL	430,850.00	39,101.39	213,552.17	49.57	217,297.83
	SANITATION TOTAL	216,742.78	18,079.47	110,259.17	50.87	106,483.61
	ELECTRIC UTILITY TOTAL	1,458,900.00	115,514.07	728,419.12	49.93	730,480.88
	STORM SEWER TOTAL	143,600.00	12,167.65	72,914.42	50.78	70,685.58
	LIQUOR TOTAL	418,500.00	41,526.06	197,886.63	47.28	220,613.37

**REVENUE REPORT**  
**CALENDAR 6/2017, FISCAL 6/2017**

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	EASTVIEW APARTMENTS TOTAL	156,000.00	25,507.00	80,460.00	51.58	75,540.00
	RESERVE TOTAL	178,402.04	428.73	2,813.73	1.58	175,588.31
	REVENUE BY FUND SUMMARY	=====	=====	=====	=====	=====
		6,330,133.00	716,875.60	2,413,323.32	38.12	3,916,809.68
		=====	=====	=====	=====	=====

**BUDGET REPORT**  
**CALENDAR 6/2017, FISCAL 6/2017**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	1,649,821.93	160,622.15	667,610.59	40.47	982,211.34
	AMBULANCE TOTAL	107,823.00	20,901.22	56,477.07	52.38	51,345.93
	SCDP GRANT REVOLVING LOAN TOTA	.00	.00	4,420.47	.00	4,420.47-
	EDA TOTAL	33,180.00	2,194.17	8,450.29	25.47	24,729.71
	EDA REVOLVING LOAN FUND TOTAL	200.00	.00	.00	.00	200.00
	'98 STORM SEWER DEBT SERV TOTA	1,055,850.00	.00	1,154,941.25	109.38	99,091.25-
	2009 GO TEMP IMPROVE DEBT TOTA	11,082.50	.00	1,334.65	12.04	9,747.85
	INFRA. REPLACE. DEBT SERV TOTA	476,042.11	.00	334,841.25	70.34	141,200.86
	2015 GO REFUNDING DS TOTAL	339,820.00	109,900.00	109,900.00	32.34	229,920.00
	2016 GO REF/WT REV DS TOTAL	146,483.50	24,879.16	24,879.16	16.98	121,604.34
	WWTP PROJECT FUND TOTAL	.00	.00	52,834.92	.00	52,834.92-
	WATER TOTAL	703,144.19	39,053.78	216,905.52	30.85	486,238.67
	SEWER TOTAL	579,618.37	29,342.72	210,009.84	36.23	369,608.53
	SANITATION TOTAL	216,688.95	36,258.40	100,316.25	46.30	116,372.70
	ELECTRIC UTILITY TOTAL	1,315,293.24	91,017.99	687,664.60	52.28	627,628.64
	STORM SEWER TOTAL	232,679.95	8,681.99	152,022.23	65.34	80,657.72
	LIQUOR TOTAL	422,511.82	48,022.51	199,613.58	47.24	222,898.24

**BUDGET REPORT**  
**CALENDAR 6/2017, FISCAL 6/2017**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EASTVIEW APARTMENTS TOTAL	192,648.49	18,749.44	145,917.34	75.74	46,731.15
	RESERVE TOTAL	11,700.00	.00	.00	.00	11,700.00
	EXPENSES BY FUND SUMMARY	=====	=====	=====	=====	=====
		7,494,588.05	589,623.53	4,128,139.01	55.08	3,366,449.04
		=====	=====	=====	=====	=====



# CITY COUNCIL CHECKLIST

7/7/2017

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 addressed	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 throughout year	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 acknowledgment	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, Fernholz	CM	Contractor contacted to evaluate methods	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	Create task force	ongoing
Downtown Open Space	10/27/2014	Conroy	CM Parks Board	Trees, grass, For Sale Sign advertising MEDA contact	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	Committee meeting June 29th	ongoing
Daycare Shortage	5/8/2017	EDA	CM, Zahrbock	Continue Community Conversation	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM	Assessment Final Report Submitted	ongoing
Theater/Public Restrooms	5/8/2017	EDA	CM, Meyer	Continue Community Conversation/CIP list	ongoing
Community/Rec/Senior Center	5/2/2017	EDA	CM, Conroy	Site Visit with S.E.H July 10th 1pm	ongoing

The Madison Arts Council is working on a public art project that is sure to appeal to many. We would like to install outdoor musical instruments in the Theodore Slen Park. Dana and Adam Conroy saw these instruments in a park area in New London, and had the opportunity to play them. We contacted the manufacturer and they connected us with a Minnesota distributor; Fireflies Play Environment in St. Paul, MN.

Enclosed you will find photos of the instruments and price lists. We also printed the installation plans for the starter ensemble, but they are not included in this mailing. The instruments can be mounted on a concrete slab or mounted on the ground with footings. To see examples please go to <http://freenotesharmoniypark.com>













The Madison Arts Council is writing an application for a Legacy Grant from SMAC. We can request up to \$20,000, but the grantee has to match 20% of the amount requested. The first application deadline is July 26th. The next would be in December.

We would like to be on the agenda at your next meeting.

Committee members at this time; Renee Ehlenz, Dana Conroy, Deb Meyer, Vicky Amundson, Cynthia Huse, Latain Sandau. (Others are welcome)

## 2017 Price Sheet — Standard Instruments (See options page for option pricing)









Prices do NOT include shipping. Subject to change at any time

FULL SIZE INSTRUMENTS	MSRP	PICTURE/COLOR
<b>Cadence</b> - 13 note Tenor Marimba, fiberglass keys, recycled plastic frame, 2 mallets, 2 brown recycled plastic posts for in-ground install.	<b>\$3,520</b>	 Brown
<b>Contrabass Chimes</b> - 7 aluminum Chimes, 2 mallet poles, 4 mallets for in-ground install.  Individual chimes also sold separately	<b>\$5,272</b>	 SILVER Aluminum/Steel
<b>Duet</b> - 18 note resonated xylophone, fiberglass & aluminum bars, 2 brown recycled plastic posts, 2 mallets for in-ground install. New Color - BLUE	<b>\$3,460</b>	 BLUE back
<b>Imbarimba</b> - 22 note resonated xylophone, fiberglass bars, 2 mallets, 2 brown recycled plastic posts for in-ground install.	<b>\$4,348</b>	 YELLOW spacers
<b>*Lilypad Cymbals</b> – 10 note aluminum discs, 1 brown recycled plastic post, 3 mallets for in-ground install. NEW	<b>\$2,600</b>	 Black/Silver
<b>Manta Ray</b> -36 note metallophone, aluminum chimes, powder coated steel frame, 4 mallets for in-ground or surface mount.	<b>\$4,360</b>	 SILVER Aluminum/Steel
<b>Pagoda Bells</b> - 8 stainless steel bells, 2 mallets, 1 round brown recycled plastic post for in-ground install	<b>\$3,452</b>	 SILVER Aluminum
<b>Pegasus</b> – 23 note resonated metallophone, aluminum bars, 2 mallets, 2 brown recycled plastic posts for in-ground install.	<b>\$4,224</b>	 GREEN spacers
<b>Swirl</b> – 26 note resonated metallophone, aluminum chimes, 2 mallets, 2 brown recycled plastic posts, for in-ground install.	<b>\$5,248</b>	 ORANGE spacers
<b>Tuned Drums</b> -Set of 5 PVC hand drums with caps for <b>In-Ground(DB)</b> in 2 sizes - <b>Normal</b> or <b>Toddler</b>	<b>\$2,988<sub>DB</sub></b>	 GREEN / RAINBOW or
<b>Tuned Drums</b> —includes mount kit & all hardware – <b>Surface Mount(SM)</b> Drum bodies painted – Green (Upcharge for other colors – see options) Caps Molded – (no paint) colors – Moss, Taupe or Rainbow caps	<b>\$3,352<sub>SM</sub></b>	 GREEN / NATURAL
<b>Yantzee</b> —10 bass note resonated metallophone, aluminum bars, 2 mallets, 2 brown recycled plastic posts for in-ground install.	<b>\$4,000</b>	 BLUE frame & spacers

See Options Page for different mounting options and replacement or additional piece pricing

# 2017 Price Sheet – Standard Instruments (See options page for option pricing)

Prices do NOT include shipping. Subject to change at any time

WEENOTES	MSRP	PICTURE / COLOR
<b>Aria</b> – 9 note non-resonated xylophone, aluminum keys, steel powder coated frame, 2 mallets, 1 brown recycled plastic post for in-ground install.	<b>\$1,800</b>	 Silver Aluminum/Steel
<b>Griffin</b> – 11 note resonated metallophone, aluminum chimes, 2 mallets, 2 brown recycled plastic posts for in-ground install.	<b>\$3,020</b>	 TAN spacers
<b>Jack*</b> - 11 note resonated metallophone, aluminum resonators & bars 2 mallets, 2 brown recycled plastic posts for in-ground install. NEW	<b>\$2,400</b>	 BLUE & YELLOW
<b>Jill*</b> - 11 note resonated xylophone, aluminum resonators, fiberglass bars, 2 mallets, 2 brown recycled plastic posts for in-ground install. NEW	<b>\$2,400</b>	 YELLOW & BLUE
<b>Melody</b> - 9 note resonated xylophone, aluminum keys in a recycled plastic frame, 2 mallets, 1 brown recycled plastic post for in-ground install.	<b>\$1,656</b>	 LIME GREEN body
<b>Merry</b> –11 note resonated metallophone, aluminum resonators & bars 2 mallets, 2 brown recycled plastic posts for in-ground install.	<b>\$2,432</b>	 GREEN spacers
<b>Rhythm</b> - 9 note resonated xylophone, fiberglass keys, recycled plastic frame, 2 mallets, 1 brown recycled plastic post for in-ground install.	<b>\$1,656</b>	 CHERRYWOOD body
<b>Piper</b> –11 note resonated xylophone, aluminum resonators, fiberglass bars, 2 mallets, 2 brown recycled plastic posts for in-ground install.	<b>\$2,416</b>	 BROWN spacers
<b>*NEW FOR 2017</b>		
See Options Page for different mounting options and replacement or additional piece pricing		

INSTRUMENT OPTIONS		MSRP	4-6 week lead time
<b>CONTRABASS CHIMES: Normal Height Only</b>			
Individual Chime – make your own set or add to set of 7		\$864 each	
Additional Mallet Pole with 2 mallets		\$476	
Surface Mount set of 7 Chimes* NEW		\$7000	
<b>DRUMS: In 2 sizes – Normal or Toddler Height - specify height when ordering</b>			
Slim Portable Stand NEW		\$1000	
Individual Drum with Cap – Specify size & color cap		\$688	
Replacement Caps – Specify size & color		\$152 each	
<b>CADENCE–DUET-IMBARIMBA-PEGASUS-YANTZEE: Normal or Toddler</b>			
Steel Posts – Surface Mount or In-ground - Silver		\$600	
Surface Mount Sleeves for re-cycled plastic posts (set of 2)		\$176	
Portable Stand -specify height when ordering		\$252	
<b>LILYPAD CYMBALS</b>			
Steel Post – Surface Mount - Silver		\$300	
Surface Mount Sleeve for re-cycled plastic post		\$88	
<b>MANTA RAY:</b>			
Portable Stand		\$700	
<b>PAGODA BELLS: Normal or Toddler Height - please specify</b>			
Surface Mount Sleeve for re-cycled plastic post (square)		\$88	
<b>SWIRL: Normal or Toddler Height - please specify</b>			
Steel Posts – Surface Mount or In-ground - Silver		\$800	
Wall Mountable (hardware provided) replaces posts		No Charge	
<b>MERRY – PIPER – JACK - JILL: Normal or Toddler Height - please specify</b>			
Steel Posts – Surface Mount or In-ground - Silver		\$600	
Surface Mount Sleeves for re-cycled plastic posts (set of 2)		\$176	
Portable Stand - specify age group when ordering		\$252	
<b>GRIFFIN: Normal or Toddler Height - please specify</b>			
Steel Posts – Surface Mount or In-ground - Silver		\$800	
Surface Mount Sleeves for re-cycled plastic posts (set of 2)		\$176	
Wall Mountable (hardware provided) replaces posts		No Charge	
<b>ARIA-MELODY- RHYTHM: Normal or Toddler Height - please specify</b>			
Steel Post – Surface Mount or In-ground - Silver		\$300	
Surface Mount Sleeve for re-cycled plastic post		\$88	
<b>MALLETS - Please specify instrument - mallets are made specifically for each instrument – they are different for most instruments</b>		<b>\$88.00(each) or 176.00(set)</b>	Same price for all instruments
<b>Lead Time - Stock Instruments - 2 weeks      Custom Options - 4-6 weeks</b>			

<b>ENSEMBLES - Save \$\$ off MSRP individual prices</b>		
Chosen for the variety of harmonic sounds and styles	MSRP	
<b><u>Weenotes Ensemble - 3 Weenotes – Saves \$700</u></b>	<b>\$7,152</b>	<b>Standard Options Only</b>
Griffin – Tan, with 2 recycled plastic posts & 2 mallets for in-ground install		
Merry – Green, with 2 recycled plastic posts & 2 mallets for in-ground install		<b>NO SUBSTITUTIONS</b>
Piper – Brown, with 2 recycled plastic posts & 2 mallets for in-ground install		
<b><u>Starter Ensemble – 3 Instruments - Saves \$1,000</u></b>	<b>\$9,448</b>	<b>Standard Options and Colors Only</b>
Duet - Blue, with 2 recycled plastic posts & 2 mallets for in-ground install		
Drums – Set of 5 in Green with rainbow or natural caps for <b>in-ground</b> install		<b>NO SUBSTITUTIONS</b>
Yantzee – Blue, 2 recycled plastic posts & 2 mallets for in-ground install		
<b><u>Deluxe Ensemble – 4 Instruments – Saves \$1,800</u></b>	<b>\$14,784</b>	<b>Standard Options and Colors Only</b>
Imbarimba – Yellow, 2 recycled plastic posts & 2 mallets for in-ground install		
Swirl – Orange, 2 recycled plastic posts & 2 mallets for in-ground install		<b>NO SUBSTITUTIONS</b>
Yantzee – Blue, 2 recycled plastic posts & 2 mallets for in-ground install		
Drums – Set of 5 in Green with rainbow or natural caps for <b>in-ground</b> install		
<b><u>Premium Ensemble – 5 Instruments – Saves \$2,400</u></b>	<b>\$19,656</b>	<b>Standard Options and Colors Only</b>
Contrabass Chimes – 7 chimes, 2 mallets poles & 4 mallets for in-ground install		
Imbarimba – Yellow, 2 recycled plastic posts & 2 mallets for in-ground install		<b>NO SUBSTITUTIONS</b>
Swirl – Orange, 2 recycled plastic posts & 2 mallets for in-ground install		
Pegasus - Green, 2 recycled plastic posts & 2 mallets for in-ground install		
Drums – Set of 5 in Green with rainbow or natural caps for <b>in-ground</b> install		
<b><u>Sculptural Ensemble* – 6 Instruments – Saves \$2,400</u></b>	<b>\$20,332</b>	<b>Standard Options and Colors Only</b>
Contrabass Chimes – 7 chimes, 2 mallets poles & 4 mallets for in-ground install		<b>NEW</b>
Lilypad Cymbals – Silver, 1 steel post & 3 mallets for in-ground install.		<b>NO SUBSTITUTIONS</b>
Manta Ray-Silver, Steel frame & 4 mallets for in-ground or surface mount.		
Swirl – Orange, 2 steel posts & 2 mallets for in-ground install		
Pagoda Bells- Silver, 1 round steel post & 2 mallets for in-ground install		
Aria – Silver, 1 steel post & 2 mallets for in-ground install		

6/29/2017

The Honorable Greg Thole  
Mayor, City of Madison  
404 6th Avenue  
Madison, MN 56256

Dear Mayor Thole:

I am pleased to inform you that your application for a 2017 Minnesota Small Cities Development Program grant has been approved for funding in the amount of \$642,295.00, pending our expected award from the Department of Housing and Urban Development (HUD). Grant Agreements will be issued once DEED receives its award from HUD.

Please complete and submit the enclosed Conflict of Interest Disclosure form indicating whether or not a perceived, potential or actual conflict of interest exists by **August 14, 2017**.

DEED staff will provide training opportunities for those implementing these grants at future dates, which will be announced soon.

It is very important that those responsible for the grant administration and reporting attend one of the training sessions.

Natasha Kukowski is the DEED representative assigned to your grant. For additional information, please contact Natasha at [Natasha.kukowski@state.mn.us](mailto:Natasha.kukowski@state.mn.us) or (651) 259-7461.

Congratulations on this grant award to help enhance your community development efforts.

Regards,



Shawntera Hardy  
Commissioner

cc: The Honorable Gary Dahms, State Senator  
The Honorable Chris Swedzinski, State Representative  
Vince Robinson, Program Director, Development Services, Inc.

Minnesota Department of Employment and Economic Development  
Business & Community Development Division

1st National Bank Building, 332 Minnesota Street, Suite E200, Saint Paul, Minnesota 55101-1351

Phone 651-259-7114 or 800-657-3858

[mn.gov/deed](http://mn.gov/deed)

### Conflict of Interest Disclosure Form

This form gives grantees an opportunity to disclose any actual, potential or perceived conflicts of interest that may exist when receiving a grant. It is the grantee's obligation to be familiar with the Office of Grants Management (OGM) [Policy 08-01](#), Conflict of Interest Policy for State Grant-Making and to disclose any conflicts of interest accordingly.

All grant applicants must complete and sign a conflict of interest disclosure form.

- ☐ I or my grant organization do NOT have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest.

If at any time after submission of this form, I or my grant organization discover any conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

- ☐ I or my grant organization have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest. *(Please describe below):*

If at any time after submission of this form, I or my grant organization discover any additional conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

Printed name:

Signature:

Organization:

Date:

Minnesota Department of Employment and Economic Development  
Business & Community Development Division

1st National Bank Building, 332 Minnesota Street, Suite E200, Saint Paul, Minnesota 55101-1351

Phone 651-259-7114 or 800-657-3858

[mn.gov/deed](http://mn.gov/deed)



**Minnesota Department of Administration  
Office of Grants Management  
Operating Policy and Procedure  
Issue Date: 7/15/08  
Revised: 06/18/12  
Policy Number: 08-01  
Conflict of Interest Policy for State Grant-Making**

**Statutory References**

This policy assumes adherence to the Code of Ethics for Employees in the Executive Branch (Minn. Stat. 43A.38), as well as to the following statutes:

Minn. Stat. 10A.07-Conflicts of Interest

Minn. Stat. 15.43-Acceptance of Advantage by State Employee; Penalty

Minn. Stat. 16C.04 – Ethical Practices and Conflict of Interest

Minn. Stat. 471.87-Public Officers, Interest in Contract; Penalty

Minn. Stat. 16B.97- Grants Management

Minn. Stat. 16B.98-Grants Management Process

**Policy**

Minnesota Statutes 16B.97 subd. 4(a)(1) provides that the Commissioner of Administration shall “create general grants management policies and procedures that are applicable to all executive agencies.”

Minnesota state agencies must work to deliberately avoid actual, potential and perceived conflicts of interest related to grant-making at both the individual and organizational levels. When a conflict of interest concerning state grant-making exists, transparency shall be the guiding principle in addressing it.

Every state employee and grant reviewer shall be responsible for identifying where an actual, potential or perceived conflict of interest exists and for informing appropriate parties. All state employees and grant reviewers involved in the review of grant applications must complete and sign a conflict of interest disclosure form for each grant review in which they participate

State agencies and employees must take affirmative actions to avoid, minimize or otherwise mitigate the impacts of actual, potential or perceived conflicts of interest.

**Scope of Coverage**

This policy applies to grant-making at all executive branch agencies, boards, committees, councils, authorities and task forces.

The policy applies to any state employees, appointees and grant reviewers who may be involved with any part of the grant-making process. This includes but is not limited to: developing requests for proposals, evaluating grant proposals, awarding a grant, drafting and entering into a grant agreement, evaluating grantee performance under a grant agreement, as well as authorizing payment under a grant agreement.

This policy also applies to organizations that are current state grantees or grant applicants.

Conflicts of interest may be actual, potential or perceived:

**ACTUAL CONFLICT OF INTEREST:**

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

**POTENTIAL CONFLICT OF INTEREST:**

A potential conflict of interest may exist if a grant reviewer has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

**PERCEIVED CONFLICT OF INTEREST:**

A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist.

This policy supersedes other state agency policies that concern conflicts of interest relating to outgoing grants except when the existing state agency policy is stricter.

Grant programs that seek an exception to this policy must complete a Grants Policy Exception Request and submit it to the Office of Grants Management for the approval of the Commissioner of Administration.

**Definitions**

**Grant:**

A grant is the transfer of cash or something of value to a recipient to support a public purpose authorized by law.

**Conflict of Interest:**

A conflict of interest, actual, potential, or perceived, occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper or illegal act results from it.

**Individual Conflict of Interest:**

A conflict of interest that may benefit an individual employee or grant reviewer is any situation in which a state employee or grant reviewer's judgment, actions or non-action could be interpreted to be influenced by something that would benefit them directly or through indirect gain to a friend, relative, acquaintance or business or organization with which they are involved.

An individual conflict of interest occurs when any of the following conditions is present:

(a) A state employee or a grant reviewer uses his/her status or position to obtain special advantage, benefit, or access to the grantee or grant applicant's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.

(b) A state employee or a grant reviewer receives or accepts money or anything else of value from a state grantee or grant applicant or has equity or a financial interest in or partial or whole ownership of an applicant organization.

(c) A state employee or a grant reviewer is an employee or board member of a grant applicant or grantee or is an immediate family member of an owner, employee or board member of the grantee or grant applicant.

Instances in which the state employee or grant reviewer works in a volunteer capacity for a grant applicant or grantee organization should be evaluated on a case by case basis. Volunteer status has the potential to but does not necessarily create a conflict of interest, depending on the nature of the relationship between the two parties.

**Procedures to Avoid Individual Conflicts of Interest:**

1. All state employees and grant reviewers involved in the review of grant applications must complete and sign a conflict of interest disclosure form for each grant review in which they participate. On the conflict of interest disclosure form, each reviewer must identify any grant applicant with which they have an actual, potential or perceived conflict of interest, although they do not need to provide the reason for the conflict on the disclosure form.
2. State agency personnel or grant reviewers must act immediately upon any suggestion, inquiry, or intimation that a conflict of interest exists at any point in the grants process. Upon identification, such matters are referred to appropriate agency or grant program personnel (the employee's immediate supervisor, RFP contact person, or grant program manager) for additional discussion to identify and mitigate any potential conflicts. If the conflict involves the employee's immediate supervisor, grant program manager, or RFP contact person, the employee or grant reviewer should instead contact the agency's ethics officer or a manager, director, assistant commissioner or agency head.
3. If it is determined that an actual, potential or perceived conflict of interest exists, as defined by this policy or other relevant law, it is important that appropriate steps must be taken to avoid the conflict. These steps may include:
  - reassigning the duties associated with that particular applicant, grant or grantee to another employee or grant reviewer
  - requiring the state employee or grant reviewer to remove themselves from the discussion or decision about a particular applicant(s) that is affected by the conflict and avoid discussing the applicant and/or applications from organizations with which the reviewer has disclosed a conflict of interest with other reviewers

At a minimum, all internal parties who are involved in the grant review or grant management process must be made aware that an actual, potential or perceived conflict has been disclosed and evaluated, even if it is not serious enough to remove or reassign the employee or grant reviewer.

4. Any disclosed conflicts and their resolution should be noted in meeting minutes, documents or records that the state agency keeps as a regular part of its grants process.

**Organizational Conflict of Interest:**

A conflict of interest can also occur with an organization that is a grant applicant or grantee of a state agency.

Organizational conflicts of interest occur when:

- a grantee is unable or potentially unable to render impartial assistance or advice to the State due to competing duties or loyalties
- a grantee's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties
- a grantee or potential grantee has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

Particular attention should be paid to any proposed grant agreement requirements that provide for the rendering of planning, consultation, evaluation, or similar activities that may inform decisions on future grant awards.

**Procedures to Avoid Organizational Conflicts of Interest:**

1. Conflicts of interest should be prevented as early in the grants process as possible. This includes writing requests for proposals in a manner that avoids conflicts and creates a level playing field for all grant applicants. Agencies may also consider including questions as part of the Request for Proposals (RFP) process to identify how potential grant applicants manage conflicts of interest, which may include information such as the applicant's conflict of interest policies or procedures.
2. If an organizational conflict of interest is suspected, disclosed or discovered agency staff must immediately notify the agency's ethics officer or a supervisor, manager, director, assistant commissioner or commissioner.
3. In cases where an organizational conflict of interest is suspected, disclosed or discovered, the grantee or grant applicant organization should be notified by the state agency regarding the actual or potential conflict and allowed a reasonable opportunity to respond. Based on a review of the response and other relevant facts, one of the following actions may be pursued:
  - The potential grantee is disqualified from eligibility for the grant award
  - A current grantee's grant agreement is terminated
  - The grantee is disqualified from subsequent state grant awards if it is determined that it improperly failed to disclose a known organizational conflict of interest or misrepresented information regarding such a conflict
  - The responsibility for the grant or grant program is reassigned to a different state employee
  - Actions should be taken to mitigate or neutralize perceived or actual organizational conflicts of interest. This may include: revising the grantee's duties so that the conflict is mitigated; allowing the grantee to propose the exclusion of task areas that create a conflict, if appropriate; asking the grantee to submit an organizational conflict of interest avoidance or mitigation plan; or making all information available to all grantees and/or potential grantees in order to eliminate favoritism toward any one grantee.



United States Department of Agriculture

Rural Development

June 29, 2017

1005 High Ave  
Willmar, MN 56201

Voice 320.235.3540  
Fax 855.823.7654

City of Madison  
Attn: Val Halverson  
404 6<sup>th</sup> Ave.  
Madison, MN 56256

RE: Compliance review from site visit on 06-27-2017.

Dear Val:

Thank you for allowing me the opportunity to visit with you during your annual compliance review and Security Inspection.

Based on my site visit and the self-evaluation form you filled out, the City of Madison is in compliance. The facility appears to be very well maintained.

If you have any questions, please don't hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey T VanBuren", with a long horizontal line extending to the right.

Jeffrey T VanBuren  
Area Loan Specialist  
Willmar, MN 56201

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442, or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

## SCHEDULED CLAIMS LIST

UP CK # 54882-54928

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							
070717	1	7/07/17	7/07/17	AMB-OXYGEN/MEDICAL CYL	98.66	201 201-44100-217	1
				INVOICE TOTAL	98.66		
				VENDOR TOTAL	98.66		
27 AFLAC							
070717	1	7/07/17	7/07/17	ADMIN-INS PREM-JULY'17	312.00	101 101-41320-131	1
	2			WT-INS PREM-JULY'17	24.31	601 601-49400-131	1
	3			LIQ-INS PREM-JULY'17	418.47	609 609-49750-131	1
				INVOICE TOTAL	754.78		
				VENDOR TOTAL	754.78		
110 ARCTIC GLACIER USA, INC							
070717	1	7/07/17	7/07/17	LIQ-ICE EXPENSE	152.22	609 609-49750-251	1
				INVOICE TOTAL	152.22		
				VENDOR TOTAL	152.22		
190 BEVERAGE WHOLESALERS							
070717	1	7/07/17	7/07/17	LIQ-BEER EXPENSE	3,031.30	609 609-49750-251	1
				INVOICE TOTAL	3,031.30		
				VENDOR TOTAL	3,031.30		
3396 BLANK, PALMER							
070717	1	7/07/17	7/07/17	UTIL DEPOSIT REF-P BLANK	.18	604 604-22000	1
	2			UTIL INT REF-P BLANK	.90	604 604-49590-602	1
				INVOICE TOTAL	1.08		
				VENDOR TOTAL	1.08		
3394 BLY, THERESA							
0780717	1	7/07/17	7/07/17	UTIL DEPOSIT REF-T BLY	100.00	604 604-22000	1
	2			UTIL INT REF-T BLY	.50	604 604-49590-602	1
				INVOICE TOTAL	100.50		
				VENDOR TOTAL	100.50		
270 BORDER STATES ELECTRIC SU							
070717	1	7/07/17	7/07/17	ELEC-UNDERGROUND WIRE HO	3,137.43	604 604-49570-582	1
	2			ELEC-POLE RISER	104.78	604 604-49570-227	1
	3			ELEC-WEDGE CLAMP	53.68	604 604-49570-227	1
	4			ELEC-TERMINATION CABINET	196.40	604 604-49570-227	1
	5			ELEC-TEST LEAD	27.22	604 604-49570-240	1
				INVOICE TOTAL	3,519.51		
				VENDOR TOTAL	3,519.51		
490 ROBERT CHINNOW							
702829	1	7/07/17	7/07/17	LIB-LITTLE FREE LIB MAIN	80.50	101 101-45500-409	1
				INVOICE TOTAL	80.50		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
				VENDOR TOTAL	80.50				
070717	1	7/07/17	7/07/17	510 CITY OF MADISON AMB GARAGE-6/17 UTIL	133.26	201	201	44100-380	1
				INVOICE TOTAL	133.26				
070717A	1	7/07/17	7/07/17	SEW-LIFT PUMP 6/17 UTIL	32.69	602	602	49460-380	1
				INVOICE TOTAL	32.69				
070717AA	1	7/07/17	7/07/17	UNAPP-STORM SEW-6/17 UTI	103.63	101	101	49250-380	1
				INVOICE TOTAL	103.63				
070717C	1	7/07/17	7/07/17	AVE OF FLAGS-6/17 UTIL	24.54	101	101	45200-380	1
				INVOICE TOTAL	24.54				
070717CC	1	7/07/17	7/07/17	WT TOWER-6/17 UTIL	32.41	601	601	49430-380	1
				INVOICE TOTAL	32.41				
070717D	1	7/07/17	7/07/17	BLOCK 48-6/17 UTIL	10.66	101	101	49250-380	1
				INVOICE TOTAL	10.66				
070717DD	1	7/07/17	7/07/17	WT TREAT PLANT-6/17 UTIL	2,269.35	601	601	49400-380	1
				INVOICE TOTAL	2,269.35				
070717E	1	7/07/17	7/07/17	BLOCK 48-6/17 UTIL	10.66	101	101	49250-380	1
				INVOICE TOTAL	10.66				
070717EE	1	7/07/17	7/07/17	WEST SUBST-6/17 UTIL	36.12	604	604	49570-380	1
				INVOICE TOTAL	36.12				
070717F	1	7/07/17	7/07/17	BLOCK 48-6/17 UTIL	12.31	101	101	49250-380	1
				INVOICE TOTAL	12.31				
070717G	1	7/07/17	7/07/17	STR-CTY GARAGE-6/17 UTIL	28.12	101	101	43100-380	1
				INVOICE TOTAL	28.12				
070717H	1	7/07/17	7/07/17	CTY HALL-6/17 UTIL	1,057.47	101	101	41940-380	1
				INVOICE TOTAL	1,057.47				
070717I	1	7/07/17	7/07/17	FAIRWAY LIFT PUMP-6/17 U	59.19	602	602	49460-380	1
				INVOICE TOTAL	59.19				
070717J	1	7/07/17	7/07/17	FIRE HALL-6/17 UTIL	171.70	101	101	42200-380	1
				INVOICE TOTAL	171.70				
070717K	1	7/07/17	7/07/17	FIRE HYDRANTS-6/17 UTIL	268.00	101	101	42200-380	1
				INVOICE TOTAL	268.00				
070717L	1	7/07/17	7/07/17	GRAND THEAT PARK-6/17 UT	10.66	101	101	45200-380	1
				INVOICE TOTAL	10.66				
070717M	1	7/07/17	7/07/17	HWY 40 DET POND-6/17 UTI	11.00	605	605	49600-380	1
				INVOICE TOTAL	11.00				

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
070717N	1	7/07/17	7/07/17	HWY 40 WELLHOUSE-6/17 UT	95.30	601	601-49400-380		1
				INVOICE TOTAL	95.30				
070717O	1	7/07/17	7/07/17	SK RINK-6/17 UTIL	82.57	101	101-45127-380		1
				INVOICE TOTAL	82.57				
070717P	1	7/07/17	7/07/17	JF JACOBSON PARK-6/17 UT	160.27	101	101-45200-380		1
				INVOICE TOTAL	160.27				
070717Q	1	7/07/17	7/07/17	LIQ STORE-6/17 UTIL	445.12	609	609-49750-380		1
				INVOICE TOTAL	445.12				
070717R	1	7/07/17	7/07/17	LIB-6/17 UTIL	339.28	101	101-45500-380		1
				INVOICE TOTAL	339.28				
070717S	1	7/07/17	7/07/17	MAIN STR GARBAGE-6/17 UT	64.65	101	101-43100-380		1
				INVOICE TOTAL	64.65				
070717T	1	7/07/17	7/07/17	MEM ATH PARK-6/17 UTIL	166.44	101	101-45200-380		1
				INVOICE TOTAL	166.44				
070717U	1	7/07/17	7/07/17	PR ARTS-6/17 UTIL	105.82	101	101-45180-380		1
				INVOICE TOTAL	105.82				
070717V	1	7/07/17	7/07/17	STR-6/17 UTIL	87.78	101	101-43100-380		1
	2			ELEC-6/17 UTIL	87.77	604	604-49570-380		1
				INVOICE TOTAL	175.55				
070717X	1	7/07/17	7/07/17	PARK/POOL/SHELTER-6/17 U	4,395.97	101	101-45124-380		1
				INVOICE TOTAL	4,395.97				
070717Y	1	7/07/17	7/07/17	TENNIS COURT-6/17 UTIL	50.02	101	101-45200-380		1
				INVOICE TOTAL	50.02				
070717YY	1	7/07/17	7/07/17	UTIL DEPOSIT REF-J HETRI	150.00	604	604-22000		1
	2			UTIL INT REF-J HETRICK	.99	604	604-49590-602		1
				INVOICE TOTAL	150.99				
070717Z	1	7/07/17	7/07/17	STREET LIGHTING-6/17 UTI	2,162.64	101	101-43100-381		1
				INVOICE TOTAL	2,162.64				
070717ZZ	1	7/07/17	7/07/17	UTIL DEP REF-P BLANK	99.82	604	604-22000		1
				INVOICE TOTAL	99.82				
070717w	1	7/07/17	7/07/17	REC FIELD-6/17 UTIL	264.88	101	101-45200-380		1
				INVOICE TOTAL	264.88				
				VENDOR TOTAL	13,031.09				
2202978	1	7/07/17	7/07/17	3381 COCA-COLA BOTTLING LIQ-POP EXPENSE	46.75	609	609-49750-251		1
				INVOICE TOTAL	46.75				
				VENDOR TOTAL	46.75				



## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
453	1	7/07/17	7/07/17	3135 DAIRY QUEEN GEN-CUST APPRE EVENT-DIL	625.00	101 101-49250-493	1
				INVOICE TOTAL	625.00		
				VENDOR TOTAL	625.00		
070717	1	7/07/17	7/07/17	3253 RANDALL LEE SCHILDT LIB-CLEANED CONDENSING U	115.00	101 101-45500-401	1
				INVOICE TOTAL	115.00		
				VENDOR TOTAL	115.00		
070717	1	7/07/17	7/07/17	3382 ENGESMOE, BRITTANY UTIL DEPOSIT REF-B ENGES	100.00	604 604-22000	1
	2			UTIL INT REF-B ENGESMOE	.72	604 604-49590-602	1
				INVOICE TOTAL	100.72		
				VENDOR TOTAL	100.72		
070717	1	7/07/17	7/07/17	811 FRONTIER COMM OF MN WT-PHONE 6/17	47.72	601 601-49400-321	1
				INVOICE TOTAL	47.72		
				VENDOR TOTAL	47.72		
070717	1	7/07/17	7/07/17	3244 VAL HALVORSON ADMIN-EDAM WEBINAR	20.00	101 101-41320-331	1
				INVOICE TOTAL	20.00		
				VENDOR TOTAL	20.00		
4099025	1	7/07/17	7/07/17	968 HAWKINS INC. WT-CHLORINE	327.90	601 601-49400-236	1
	2			WT-POLYPHOSATE	722.02	601 601-49400-234	1
	3			WT-POTASSIUM	1,327.30	601 601-49400-231	1
	4			WT-WT TREATMENT CHEMICAL	896.60	601 601-49400-230	1
				INVOICE TOTAL	3,273.82		
4099030	1	7/07/17	7/07/17	SEW-LAB SUPPLIES	2,220.30	602 602-49450-216	1
				INVOICE TOTAL	2,220.30		
4099045	1	7/07/17	7/07/17	POOL-SANTOPRENE	31.50	101 101-45124-216	1
				INVOICE TOTAL	31.50		
				VENDOR TOTAL	5,525.62		
070717	1	7/07/17	7/07/17	976 HEATHER NURSERY BLOCK 48- GRASS SEED	159.00	101 101-49250-409	1
				INVOICE TOTAL	159.00		
				VENDOR TOTAL	159.00		
070717	1	7/07/17	7/07/17	3397 HOMESTEPS UTIL DEPOSIT REF-HOMESTE	100.00	604 604-22000	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	2			UTIL INT REF-HOMESTEPS	.48	604 604-49590-602	1
				INVOICE TOTAL	100.48		
				VENDOR TOTAL	100.48		
070717				3393 JACOBSEN, DAVID			
	1	7/07/17	7/07/17	UTIL DEPOSIT REF-D JACOB	150.00	604 604-22000	1
	2			UTIL INT REF-D JACOBSEN	.17	604 604-49590-602	1
				INVOICE TOTAL	150.17		
				VENDOR TOTAL	150.17		
070717				1160 JOHNSON BROS-ST.PAUL			
	1	7/07/17	7/07/17	LIQ-LIQUOR EXPENSE	3,021.31	609 609-49750-251	1
				INVOICE TOTAL	3,021.31		
				VENDOR TOTAL	3,021.31		
17-170-02				3358 JT SERVICES			
	1	7/07/17	7/07/17	STR-LIGHTING SUPPLIES	1,145.02	101 101-43100-237	1
				INVOICE TOTAL	1,145.02		
JT17-17709				3358 JT SERVICES			
	1	7/07/17	7/07/17	STR-LIGHTING SUPPLIES	945.37	101 101-43100-237	1
				INVOICE TOTAL	945.37		
				VENDOR TOTAL	2,090.39		
070717				1326 LQP CO-OP OIL			
	1	7/07/17	7/07/17	STR-FUEL EXPENSE	878.61	101 101-43100-212	1
	2			PARKS-FUEL EXPENSE	402.78	101 101-45200-212	1
	3			WT-FUEL EXPENSE	63.50	601 601-49400-212	1
	4			SEW-FUEL EXPENSE	208.00	602 602-49450-212	1
	5			ELEC-FUEL EXPENSE	236.26	604 604-49570-212	1
				INVOICE TOTAL	1,789.15		
				VENDOR TOTAL	1,789.15		
070717				3139 LQP COUNTY RECORDER			
	1	7/07/17	7/07/17	CTY HALL-AERIAL IMAGERY	1,074.50	101 101-41910-409	1
				INVOICE TOTAL	1,074.50		
				VENDOR TOTAL	1,074.50		
070717				3340 MADISON AUTO PARTS			
	1	7/07/17	7/07/17	WT-SEAL TAPE	6.58	601 601-49430-227	1
	2			SEW-CARBON BELT	360.74	602 602-49450-221	1
	3			WT-JOINT PLIER	20.86	601 601-49430-227	1
	4			POOL-WATER WELD	8.49	101 101-45124-223	1
	5			POOL-WATER WELD	8.49	101 101-45124-223	1
	6			POOL-O RING/SILICONE	5.69	101 101-45124-210	1
	7			WT-CRIMPING TOOL	24.99	601 601-49400-240	1
				INVOICE TOTAL	435.84		
				VENDOR TOTAL	435.84		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
1560 MADISON BOTTLING CO.								
070717	1	7/07/17	7/07/17	LIQ-BEER EXPENSE	9,407.35	609	609-49750-251	1
				INVOICE TOTAL	9,407.35			
				VENDOR TOTAL	9,407.35			
3341 MADISON HARWARE HANK								
070717	1	7/07/17	7/07/17	STR-TOW HOOK	10.78	101	101-43100-221	1
	2			POOL-TENNIS BALLS/ZIP TI	15.47	101	101-45124-210	1
	3			WT-BOLTS	22.32	601	601-49400-223	1
	4			WT-DRILL BIT	5.49	601	601-49400-240	1
	5			POOL-ADAPTER/COUPLING	1.67	101	101-45124-223	1
	6			LIB-VARNISH	17.99	101	101-45500-401	1
	7			BLOCK 48-HOSE/SPRINKLERS	119.72	101	101-49250-409	1
				INVOICE TOTAL	193.44			
				VENDOR TOTAL	193.44			
1621 MADISON NATIONAL LIFE INS								
070717	1	7/07/17	7/07/17	ADMIN-LIFE INS PREM-AUG'	20.20	101	101-41320-131	1
	2			STR-LIFE INS PREM-AUG'17	10.10	101	101-43100-131	1
	3			ELEC-LIFE INS PREM-AUG'1	10.10	604	604-49570-131	1
	4			WT-LIFE INS PREM-AUG'17	7.58	601	601-49400-131	1
	5			SEW-LIFE INS PREM-AUG'17	7.58	602	602-49450-131	1
	6			LIQ-LIFE INS PREM-AUG'17	6.10	609	609-49750-131	1
				INVOICE TOTAL	61.66			
				VENDOR TOTAL	61.66			
1530 MARTIN TRUCKING LLC								
070717	1	7/07/17	7/07/17	LIQ-FREIGHT EXP	113.80	609	609-49750-258	1
				INVOICE TOTAL	113.80			
				VENDOR TOTAL	113.80			
1707 MEDICARE PART B								
070717	1	7/07/17	7/07/17	AMB OVERPAYMENT/MLH ERRO	468.58	201	201-34205	1
				REF PAYMENT-M DROBNY 5/8				
				INVOICE TOTAL	468.58			
				VENDOR TOTAL	468.58			
1927 MINNESOTA ELEVATOR								
711582	1	7/07/17	7/07/17	CTY HALL-ELEVATOR CHECK	223.95	101	101-41940-404	1
				INVOICE TOTAL	223.95			
711942	1	7/07/17	7/07/17	LIB-ELEVATOR CHCK 7/17	230.29	101	101-45500-404	1
				INVOICE TOTAL	230.29			
				VENDOR TOTAL	454.24			
1865 MN ENERGY RESOURCES								
070717	1	7/07/17	7/07/17	LIB-NAT GAS 5/17	53.91	101	101-45500-380	1
				INVOICE TOTAL	53.91			

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	53.91		
00212242	1	7/07/17	7/07/17	1918 MN WEST - CANBY FIRE-TRAINING-DIRT TRACK	900.00	101 101-42200-180	1
				INVOICE TOTAL	900.00		
				VENDOR TOTAL	900.00		
869295	1	7/07/17	7/07/17	1541 MVTI LABORATORIES INC WT-REGULAR TESTING	16.50	601 601-49400-409	1
				INVOICE TOTAL	16.50		
869993	1	7/07/17	7/07/17	WT-REGULAR TESTING	14.40	601 601-49400-409	1
	2			SEW-REGULAR TESTING	308.00	602 602-49450-409	1
				INVOICE TOTAL	322.40		
870274	1	7/07/17	7/07/17	WT-REGULAR TESTING	14.40	601 601-49400-409	1
	2			SEW-REGULAR TESTING	125.60	602 602-49450-409	1
				INVOICE TOTAL	140.00		
871248	1	7/07/17	7/07/17	SEW-REGULAR TESTING	125.60	602 602-49450-409	1
				INVOICE TOTAL	125.60		
				VENDOR TOTAL	604.50		
070717	1	7/07/17	7/07/17	2072 NORTHERN BUSINESS PRODUCT ADMIN-FOLDER/ORGANIZER	54.97	101 101-41320-201	1
	2			ADMIN-TONER	47.99	101 101-41320-201	1
				INVOICE TOTAL	102.96		
				VENDOR TOTAL	102.96		
10725	1	7/07/17	7/07/17	2299 PRO-TEC ROOFING, INC. GRAND-RECAULK PITCH POCK	130.00	101 101-45181-520	1
				INVOICE TOTAL	130.00		
				VENDOR TOTAL	130.00		
323283	1	7/07/17	7/07/17	3115 RECREATION SUPPLY COMPANY POOL-CHEMICALS	182.42	101 101-45124-216	1
	2			POOL-LEAF RAKE/PUMP TUBE	158.79	101 101-45124-240	1
				INVOICE TOTAL	341.21		
				VENDOR TOTAL	341.21		
7454	1	7/07/17	7/07/17	2416 RURAL SOLUTIONS INC AMB-COMPUTER REPAIR	65.00	201 201-44100-210	1
				INVOICE TOTAL	65.00		
7501	1	7/07/17	7/07/17	LIB-NEW PHONE SYSTEM	407.97	101 101-24300	1
				INVOICE TOTAL	407.97		
				VENDOR TOTAL	472.97		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
070717	1	7/07/17	7/07/17	3280 SCHWENDE'S GARDEN CENTER WT-PLANTS/MULCH	96.02	601 601-49440-406	1
				INVOICE TOTAL	96.02		
				VENDOR TOTAL	96.02		
070717	1	7/07/17	7/07/17	3306 SOUTHERN GLAZER'S OF MN LIQ-LIQUOR EXPENSE	2,515.50	609 609-49750-251	1
				INVOICE TOTAL	2,515.50		
				VENDOR TOTAL	2,515.50		
070717	1	7/07/17	7/07/17	2619 SW/WC SERVICE COOPERATIVE ADMIN-BCBS INS PREM-8/17	999.00	1150 101-20650	1
	2			ELEC-BCBS INS PREM-8/17	640.00	6450 604-20650	1
	3			WT-BCBS INS PREM-8/17	160.00	6150 601-20650	1
	4			SEW-BCBS INS PREM-8/17	199.00	6250 602-20650	1
	5			ADMIN-BCBS INS PREM-8/17	1,700.00	101 101-41320-131	1
	6			STR-BCBS INS PREM-8/17	1,150.00	101 101-43100-131	1
	7			ELEC-BCBS INS PREM-8/17	1,200.00	604 604-49570-131	1
	8			WT-BCBS INS PREM-8/17	800.00	601 601-49400-131	1
	9			SEW-BCBS INS PREM-8/17	850.00	602 602-49450-131	1
				INVOICE TOTAL	7,698.00		
				VENDOR TOTAL	7,698.00		
070717	1	7/07/17	7/07/17	2620 SWENSON NELSON & STULZ PL CTY ATT-LEGAL FEES 7/17	1,850.00	101 101-41610-304	1
				INVOICE TOTAL	1,850.00		
				VENDOR TOTAL	1,850.00		
070717	1	7/07/17	7/07/17	2741 THRIFTY WHITE DRUG AMB-GLUCOSE TEST STRIPS	33.82	201 201-44100-217	1
				INVOICE TOTAL	33.82		
				VENDOR TOTAL	33.82		
0707017	1	7/07/17	7/07/17	2897 KATHLEEN WEBER ADMIN-CLERK MTG-MILEAGE	53.50	101 101-41320-331	1
				INVOICE TOTAL	53.50		
				VENDOR TOTAL	53.50		
070717	1	7/07/17	7/07/17	2940 WESTERN GUARD ADMIN-CUST APPR EVENT AD	75.00	101 101-41320-342	1
	2			POOL-SWIM LESSON AD	100.00	101 101-45124-342	1
	3			ELEC-BRIGHT ENERGY AD	81.00	604 604-49590-410	1
	4			GEN-CUST APPR EVENT-PAPE	35.00	101 101-49250-493	1
				INVOICE TOTAL	291.00		
				VENDOR TOTAL	291.00		

3395 WOLLSCHLAGER, OLWEN

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
070717			3395	WOLLSCHLAGER, OLWEN			
	1	7/07/17	7/07/17	UTIL DEPOSIT REF-O WOLLS	100.00	604 604-22000	1
	2			UTIL INT REF-O WOLLSCHLA	1.03	604 604-49590-602	1
				INVOICE TOTAL	101.03		
				VENDOR TOTAL	101.03		
				BANK 1 - KLEIN/UNITED PR TOTAL	62,014.78		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					62,014.78		
GRAND TOTALS					62,014.78		