

CITY OF MADISON
AGENDA AND NOTICE OF MEETING

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

Monday, October 23, 2017

Madison Municipal Building

1. CALL THE REGULAR MEETING TO ORDER

Mayor Thole will call the meeting to order.

2. APPROVE AGENDA

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

3. APPROVE MINUTES

Page 1

A copy of the minutes of the regular meeting minutes and October 9, 2017 regular meeting are enclosed. A MOTION is in order. (Council)

4. PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS (public/mayor/council)

Members of the audience wishing to address the Council with regard to an agenda item, presentation of a petition, utility customer hearing, or a general communication should be recognized at this time. A MOTION may be in order (Public/Council)

5. CONSENT AGENDA

- | | | |
|----|--|---------|
| A. | JPAC Grant Award - receive | Page 4 |
| B. | Regular Drill Meeting – September 2017 - receive | Page 11 |
| C. | Pioneer Land Agenda – October 2017 – receive | Page 12 |
| D. | MRES News Release – receive | Page 13 |
| E. | Madison HRA Report – receive | Page 14 |
| F. | LqP County EDA Reports – 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

Page 41

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

- B. Engineer update – Approval of Project Invoices. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 42

- C. Approval of Purchase Order 10092017. A DISCUSSION and MOTION may be in order. (Manager, Council)

- Page 45
- D. Approval of funding request from LqPV Strengthening the Family. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 48
- E. County Supplemental Maintenance Agreement. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 51
- F. 2018 Live Well Agreement. A DISCUSSION and MOTION may be in order. (Manager, Council)
- Page 53
- G. Public Hearing – Resolution 17-37 Certifying Delinquent Accounts. A DISCUSSION and MOTION may be in order. (Manager, Council)
- K. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)
- 7. MANAGER REPORT (Manager)**
- MRES Area Meetings – October 26, 2017 Page 58
 - Fall Newsletter Page 61
 - MNSpect Information Page 63
- 8. MAYOR/COUNCIL REPORTS (Mayor/Council)**
- 9. AUDITING CLAIMS**
- Page 66
- A copy of the Schedule Payment Report of bills submitted October 10, 2017 through October 23, 2017 is attached for approval for Check No. 55401 through Check No. 55456. A MOTION is in order.
- 10. ADJOURNMENT**

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
OCTOBER 9, 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, October 9, 2017, at 5:06 p.m. in Council Chambers at City Hall. Councilmembers present: Tim Volk, Mayor Greg Thole, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present: City Attorney Rick Stulz and City Clerk Kathleen Weber. Absent: City Manager Val Halvorson.

AGENDA

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

MINUTES

Upon motion by Zahrbock, seconded by Conroy and carried, September 25, 2017, meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

None.

CONSENT AGENDA

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

CITY COUNCIL CHECKLIST

Council reviewed the City Council Checklist. No additions were made at this time. It was noted that street sweeping is taking place in order to clear leaves and excess gravel.

CITY ENGINEER'S REPORT

Invoices: Upon motion by Volk, seconded by Meyer and carried, the following invoices were approved for payment to Bolton & Menk:

Detention Pond Project	\$1,380.00
2017 Grant Writing	\$ 909.00
2017 Sealcoat & Crack Sealing	\$9,347.50

Sanitary Sewer Smoke Testing: City Engineer DeSchepper informed Council that smoke testing of old sanitary sewer along Highway 75 and Highway 40 was completed this week, and quotes have been requested for TV inspection of the suspect areas. Quotes are due this Friday. Councilmember Volk asked whether city staff noticed a problem. DeSchepper indicated that they had and are trying to identify where excess inflow at the sewer plant is coming from. The increased inflow has just started this year with higher rainfall.

Alley Ponding Problem: City Engineer DeSchepper discussed with Council the water ponding problem in the alley near Dave's Plumbing and handed out a proposed project plan designed by Bolton & Menk

last year, estimated to cost \$15,000. The ponding problem is being caused by the fact that the alley was repaved last year, and adjacent properties to the north also added parking areas which increased water runoff to the south. Councilmember Volk questioned whether the project, as planned, would actually resolve the problem and suggested that Bolton & Menk review it again for other options. Councilmember Conroy and Zahrbock both questioned the City paying for the entire project if the drainage issue wasn't entirely caused by the City. After further discussion, Council suggested that City Manager Halvorson and City Attorney Stulz look into a cost-sharing option for the proposed project and that all affected property owners have a discussion regarding this matter.

LAC QUI PARLE COUNTY SHERIFF REPORT

County Sheriff Allan Anderson reported that there were 275 calls in Madison for the quarter ending September 30, 2017. He provided a breakdown by service type and time of day.

Anderson noted that the proposed 2018 budget should be less than 2017 mainly due to a change in the vehicle rotation schedule, no increase in health insurance premiums, and employee turnover including retirements.

Councilmember Zahrbock asked whether the County is still looking into renovation of the jail. Anderson indicated that they have done some tours of other facilities and that work would need to be done to the jail and office. The County will continue to look into all options.

Council was informed that the Emergency Transport Vehicle Program started October 1st and is up and running.

GROUP HEALTH INSURANCE BENEFIT

Mayor Thole and Councilmembers Zahrbock and Meyer summarized meetings held by the General Government Committee where the City's group health insurance benefit was discussed. Due to 2018 premium increases of 43%, city employees have agreed to drop the \$2,000/\$4,000 deductible, non-HSA plan, and replace it with a \$5,000/\$10,000 HSA plan through the SWWC Services Cooperative. It has been suggested that the City establish a group health insurance benefit on a percentage basis, rather than flat dollar amount, so that the benefit will adjust up or down depending on annual insurance premium adjustments. It is hoped that by going with the high deductible plan and with anticipated employee turnover, insurance premiums will start to go down. Given the fact that the employees are willing to go to a high deductible plan and take the risk of increased healthcare costs, it had been suggested that monies set aside in the Reserve Fund from three years of insurance refunds be used to complement the employees' health savings account.

Councilmember Conroy expressed his concern with tax payers having their own increased healthcare costs, plus having additional tax dollars go toward city employees' health insurance.

Councilmember Volk noted that, due to the volatile state of health insurance, the City Council can revisit this matter if drastic changes occur.

After further discussion, upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 17-36** titled "Resolution Establishing Group Health Insurance City Benefits Contribution for the Year 2018" was adopted. This resolution would provide for a city contribution of 100% premium for full-time employees with single coverage, and 65% premium for full-time employees with family coverage based on the newly added high deductible plan rates for 2018. It also includes a \$100 or \$200 per month contribution into employees' health savings account depending on single or family coverage as long as they are enrolled in the newly added high deductible plan. (Permanent part-time employees receive the

benefit at 50% of full-time employees). A complete copy of Resolution 17-36 is contained in City Clerk's Book #8.

MAYOR COMPENSATION

Upon motion by Volk, seconded by Meyer are carried, **ORDINANCE NO. 380** titled "An Ordinance Amending Ordinance No. 357, Fixing the Salaries of the Mayor and Members of the Council of the City of Madison, Minnesota" was adopted. This Ordinance provides for an increase in the Mayor's compensation from \$300 per month to \$350 per month and would not take effect until January, 2019, following the next city election in November, 2018.

CITY MANAGER'S REPORT

City Attorney Stulz noted that he and City Manager Halvorson will update Council on the status of some residential housing issues at the next meeting.

MAYOR/COUNCIL REPORTS

Council acknowledged a problem with feral cats running at large in Madison. City Attorney Stulz noted that he has received information from a company that can help cities deal with this problem.

DISBURSEMENTS

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between September 26th and October 9th, 2017. These disbursements include United Prairie Check Nos. 55344-55390.

There being no further business, meeting adjourned at 6:05 p.m.

Greg Thole – Mayor

ATTEST:

Kathleen Weber – City Clerk



October 11, 2017

Val Halvorson
Madison Economic Development Authority
404 6th Ave
Madison, MN 56256-1237

Re: GN-00014589
Child Care Market Study

Dear Val,

Congratulations! It is my pleasure to inform you that a grant to Madison Economic Development Authority in the amount of \$6,300.00 has been approved to support the "Child Care Market Study" project.

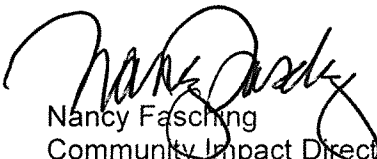
Enclosed are two copies of the grant agreement. Review the agreement and if the terms are acceptable to you, obtain the appropriate signatures. Please return one signed original to our office and retain the other for your file. We must have the signed original of the grant agreement in hand before we can release funds.

In compliance with this agreement, we request a final report due on or before March 1, 2018, detailing activities and progress in accomplishing the objectives of the project. Upon receipt of the signed grant agreement, we will send an email containing the report forms and instructions for completion.

As you complete this project, **please acknowledge this grant award from the Southwest Initiative Foundation Economic Development in all publicity and printed materials.** Please submit copies of any news releases and other acknowledgments with your report(s).

The Foundation is privileged to join you in this project. If at any time you have questions or comments, please feel free to contact me. We wish you success in your project.

Sincerely,


Nancy Fasching
Community Impact Director

Enclosures: (Agreement [2], Return Envelope)



Excellence. Accountability. Impact.™



CITY OF

MADISON

■ 404 6th Avenue
■ www.ci.madison.mn.us

■ Madison, Minnesota 56256

■ (320) 598-7373 Office

■ (320) 598-7376 Fax

Joint Powers Area Community Fund

Southwest Initiative Foundation

Scott Marquardt

15 3rd Ave NW

Hutchinson MN 55350

JPAC Members,

The City of Madison EDA hosted an event in January of 2017 to hear from our community. Through this successful community conversation our residents identified increasing the availability of childcare as a top priority. The Center for Rural Policy and Development has deemed this issue *a quiet crisis*, and a Department of Employment and Economic Development (DEED) study indicates parents opting out of the workforce due to the high cost and limited availability of childcare is a *detriment to local economies*.

In 2014 the Greater than Minnesota Project, an innovative initiative of First Children's Finance and the six Minnesota Initiative Foundations started to work on the issues. In November 2014 and early 2015 Lac qui Parle County held several meetings to discuss the increased need and next steps. Items discussed were a licenser shortage, potential spaces, and a career fair to advertise and educate the public. Since, these meetings Lac qui Parle County has contracted with Chippewa County for family daycare licensing services. Efforts also were made to advertise and recruit following the 2015 meetings. Upon discussion with the licenser it was unsuccessful in creating interest in the profession.

The situation has not improved as provided by the Center for Rural Policy and Development with daycare availability through 2015. The Southwest region of Minnesota has a shortfall of 3,134 childcare spaces. In Madison, we have several private providers reaching retirement, low to no interest for new providers, and concerned parents and employers. The City of Madison EDA sees a link with available childcare and the potential for our businesses to fill vacant positions and to even expand services. Addressing the childcare shortage will safeguard the quality of life in our community for our children, families and employers.

The community has not sat idle on this topic, and is ready to find a solution. We feel this application fits justly into the terms of the JPAC funds, and request a grant in the amount of \$6,300.00 for research and consulting needs for child day care services for the City of Madison. The City EDA will provide a 10% match of \$700.00. The scope of work will provide us a detailed and timely demand analysis to develop a community solution to this *quiet crisis*.

Respectfully,

Dave Amundson

City of Madison EDA President



Maxfield

Research & Consulting

September 21, 2017

Ms. Val Halvorson
City Manager
404 6th Avenue
Madison, MN 56256

Dear Ms. Halvorson:

Thank you for contacting Maxfield Research and Consulting, LLC regarding your research and consulting needs for child day care services in the City of Madison, Minnesota. As requested, Maxfield Research has developed a work program and associated costs to complete a study evaluating the demand potential for a child day care center in Madison.

The cost to conduct the demand analysis is \$7,000.00, including all out-of-pocket expenses. We would be able to complete the market study within 60 to 70 days of receiving a signed contract and initial payment.

Please review the enclosed proposal. If you have any comments or questions, please do not hesitate to call or email me at mmullins@maxfieldresearch.com. If the proposal meets with your approval, please date and sign one copy and return it to our offices along with the initial payment.

Sincerely,

MAXFIELD RESEARCH AND CONSULTING, LLC

Matt Mullins
Vice President

Enclosure



Maxfield

Research & Consulting

September 21, 2017

Ms. Val Halvorson
City Manager
404 6th Avenue
Madison, MN 56256

CONTRACT FOR PROFESSIONAL SERVICES

Maxfield Research & Consulting, LLC proposes to provide market research and consulting services to the City of Madison to complete a demand analysis study focusing on the potential for a child day care center in the community. As a part of this analysis, Maxfield will examine current market conditions and demographic and economic factors that will impact demand for child day care services in the trade area. Components of the analysis will include a trade area definition and demographic assessment, competitive market assessment, estimates of demand and recommendations.

The following outlines our scope of services for this proposed demand analysis.

SCOPE OF SERVICES

I. Demographic Overview

1. Identify primary trade area for child day care services in Madison, Minnesota.
2. Gather data on growth trends and demographic characteristics for this trade area. Information will be provided on:
 - a. Overall population and household growth trends through 2025;
 - b. Age distribution of general population and children (2000, 2010, 2017, and 2022);
 - c. Household incomes by age of householder for 2017 and 2022;
 - d. Married couple households with children;
 - e. Fertility rates; and,
 - f. Females with children not in the labor force (stay at home Moms).
3. Examine daytime population and commuting patterns of Madison residents' place of employment and where people who work in Madison reside.
4. Identify major employers throughout Madison.
5. Summarize links between the demographic profile and the impact of trade area demographics on the ability to support child day care services in Madison.

II. Competitive Market Assessment

1. Identify child day care center trends locally and nationally.
2. Provide information on Minnesota state licensing requirements.
3. Inventory existing child day care centers in the trade area. Provide information on the following:
 - a. Type of facility (private vs. public)
 - b. Capacity (i.e. by infant, toddler, Pre-K, after-school, etc.)
 - c. Price per child (weekly, monthly, etc.)
 - d. Availability, openings, and wait lists (if any)
 - e. Services
4. Inventory any planned child day care centers in the trade area that may have an impact on child day care demand in Madison.

III. Conclusions and Recommendations

1. Summarize unmet child day care demand in the trade area.
2. Estimate the potential demand for child day care services in Madison.
3. Based on results of the competitive market assessment, recommend a high-level development concept for future child care needs in Madison.

IV. Meetings and Client Contact

1. One conference call to review findings of the report.
2. Report Preparation.

Total Costs of Staff Time for Market Research: **\$7,000.00**

COST OF SERVICES

The above scope of services for a demand analysis study focusing on child day care services will be completed for Seven Thousand Hundred Dollars (\$7,000.00), including the costs for out-of-pocket expenses and one electronic copy of the final report. An initial payment of Three Thousand Five Hundred Dollars (\$3,500.00) is required along with the executed copy of this agreement prior to the commencement of work.

Any meeting time or additional research requested by the Client beyond that outlined in the above Scope of Services will be billed in addition at our standard hourly rates for staff time which range from \$55.00 to \$150.00 per hour.

WORK PRODUCT

The demand analysis will be completed in Memorandum format.

COMPLETION TIME

The work outlined under the Scope of Services will be completed within Sixty (60) to Seventy (70) days of receipt of an executed contract and initial payment in the offices of Maxfield Research and Consulting, LLC, unless delayed by unexpected emergencies, forces beyond the control of one or both parties or by written agreement of the parties.

PAYMENT

All invoices are payable to Maxfield Research and Consulting, LLC within fifteen (15) days of receipt of an invoice showing the work completed and the direct costs for expenses. A finance charge of one and one-half percent (1.5%) per month will be added to the unpaid balance of each invoice not paid within thirty (30) days.

DISCLAIMER

The objective of this research assignment is to gather and analyze as many market components as is reasonable within the time limits and projected staff hours set forth in this agreement. We assume no responsibility for matters legal in character. The property/land is assumed to be free and clear of any indebtedness, liens or encumbrances; and good and marketable title and competent management are assumed, unless otherwise stated.

If building plans or site plans are included in the report, they are to be considered only approximate and are submitted to assist the reader in visualizing the property. We assume no responsibility for the accuracy of any building or site plans.

Certain information and statistics contained in the report, which are the basis for conclusions contained in the report, will be furnished by other independent sources. While we believe this information is reliable, it has not been independently verified by us and we assume no responsibility for its accuracy.

The conclusions in the report are based on our best judgments as market research consultants. Maxfield Research and Consulting, LLC disclaims any express or implied warranty of assurance of representation that the projections or conclusions will be realized as stated. The result of the proposed project may be achieved, but also may vary due to changing market conditions characteristic of the real estate industry, changes in facts that were the basis of conclusions in this report, or other unforeseen circumstances.

In the event payment is not received on a timely basis, Maxfield Research and Consulting, LLC shall be entitled to a lien against the subject property. This agreement will be construed according to the laws of the State of Minnesota.

TERMINATION

This agreement may be terminated upon written notification of either party to the other. In the event of termination, the Client will pay Maxfield Research and Consulting, LLC for staff hours performed at the firm's normal hourly rates, plus all expenses incurred through the date of termination.

The costs outlined in the Scope of Services shall remain in effect for a period of 90 days from the date listed at the top of this contract.

If this proposal meets with your approval, please sign and return one copy to the offices of Maxfield Research and Consulting, LLC.

Agreed to this _____ day of _____ 2017.

MAXFIELD RESEARCH AND CONSULTING, LLC

CITY OF MADISON



Matt Mullins
Vice President

Val Halvorson
City Manager

Regular Drill Meeting
9/18/2017

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: none.

Training report:

- September 18 (tonight) – truck training/maintenance
- October 3 -- Rehab/Through the Smoke Training at 6:30 with the ambulance personnel
- October 16th -- next meeting

Hall Duties for October: Mark Olson and Casey Chester

No word yet on the FEMA grant, but it appears that they announce grantees every Friday.

Thank you to all that helped out with the various county fair activities.

Donation letters -- address labels and letters need to be printed out, otherwise the envelopes are here. We will address and stuff envelopes next Monday night, September 25th.

Fire Prevention Week is October 9th through the 14th. The committee will meet after the regular meeting tonight to discuss the plans for the training with the school.

MFD will be hosting an open house at the fire hall on October 10th in which we will be providing hands-on fire extinguisher training. The open house will run from 6 to 8 pm and we will serve hot dogs, chips, etc.

Homecoming Parade at LqPV High School will be on October 6th, we need at least one person to drive a truck through the parade.

There are two more races scheduled for this year on the 29th and 30th of September. We need to have both the 4X4 and the Gator at the track so we will need 3 to 4 volunteers for both nights.

County Fair Bingo went very well again this year -- thank you to all who helped out!

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

Don Tweet
Secretary

PIONEERLAND LIBRARY SYSTEM BOARD MEETING

THURSDAY, October 19, 2017

Second Floor Multipurpose Room, Willmar Public Library

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

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

7:00 p.m. Board Meeting

Meeting Agenda

- I. Call to order
- II. Roll Call & Introductions
- III. Approval of agenda Action
- IV. Approval of June 15, 2017 Board Minutes & Sept. 14
Exec/Finance Minutes Action
- V. Committee Reports
 - A) Finance Committee**
 - 1) September 2017 financial report Action
 - 2) Approval of bills and check registers Action
 - 3) 2018 preliminary budget Action
 - 4) Delivery Contract Action
 - B) Personnel Committee**
 - 1) New Hires: Action
- VI. Old Business
- VII. New Business
 - 1) RLTA FY18 Application Action
- VIII. Director's Report
 - 1) MLA Conference Info
- IX. Other:
 - A) Future Board and Executive Meetings:
 - Next Board meeting January 18, 2018 at 7:00 PM (Finance 6:30)
 - Executive/Finance Meetings: November 16 & December 21 at 6:00 PM
- X. Adjournment

NEWS RELEASE**FOR IMMEDIATE RELEASE****October 9, 2017****Western Minnesota Municipal Power Agency financial rating upheld by Moody's**

SIOUX FALLS, S.D. – Moody's Investors Service has affirmed its Aa3 rating for Western Minnesota Municipal Power Agency (WMMPA) Power Supply Revenue Bonds as well as its stable outlook for the organization.

WMMPA provides financing for and is the owner of electric generation, transmission, and other facilities that are used by Missouri River Energy Services (MRES) to serve its 60 member municipal electric systems in the states of Iowa, Minnesota, North Dakota, and South Dakota.

The Aa3 rating "reflects our fundamental view of the consolidated credit quality of MRES, which is the ultimate source of repayment for the WMMPA bonds," Moody's said in its report. "The rating considers the agency's sound financial policies which have resulted in ample liquidity and strong debt service coverage for the WMMPA bond holders."

Moody's also pointed to the low cost of power for MRES members as well as the diversity and overall credit quality of those member utility systems. "The rating also considers the steps the agency has taken to ensure future capacity and improve resource diversity, such as the construction of the Red Rock Hydroelectric Project, as well as the risk mitigation techniques being employed to manage this significant construction risk," Moody's said.

The stable outlook reflects MRES and WMMPA's solid financial profile and disciplined reserve policies, which provide ample cushion to address unexpected operational, construction or market related issues, according to Moody's.

WMMPA, which has 23 Minnesota members, all of which also are members of MRES, is one of just a few joint-action agencies from across the country to earn a Moody's rating in the double-A category and it is the only one in the Midwest.

WMMPA also holds a rating of AA- with a stable outlook from Fitch Ratings.

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

MEETING AGENDA HRA of Madison

310 Park Avenue
Madison, MN 56256

Meeting Description Regular Meeting

Results Desired

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

Start	Stop	Total Hours	Start	Stop	Total Hours

Call to Order:

Action on Minutes:

Financial Report:

Project Performance Reports: Aug '17 - (40.86)

Correspondence: None

Maintenance:

(Hallway Painting Update)

Occupancy Status: #102 – Jim Daly; wtg. For background check and Sec. Dep.
#108 – Dakota Pulley moved out; gave 4 day notice
(Sec. Dep. put down by Thelma Cain; moving in 11/1/2017)

Old Business: Fair Market Rents
Rent increase in March, 2018???
Laura Burczek; no communication from Laura

New Business: No requests for bid specifications on roofing project

Other Business:

Adjournment:

MINUTES
REGULAR MEETING
THURSDAY, SEPTEMBER 14, 2017

The Board of Commissioners of the HRA of Madison, MN met on Thursday, September 14, 2017 at the office of the authority. Commissioners present were: Judi Nelson, Missy Heinrich, Carlyle Larson and Stan Olson. Also present was Executive Director Kathy Bungarden and Dave Jacobsen from Maintenance. Absent was commissioner Karie Sorknes.

Co-Chairperson Stan Olson called the meeting to order at 12:02 p.m.

Maintenance: Dave Jacobsen gave a progress report on the hallway painting project and the crack repair on the outside of the building. Dave has painted the hallway on the east side going south from apartment #113. Dave doesn't know if he will get all the concrete repair work done by the end of September.

Dave also reported the outdoor lawn equipment was working fine. It is time to put the bagger on the mower due to leaves starting to fall.

The minutes of the regular meeting on Thursday, August 11, 2017 were discussed. After making one typo correction, minutes were approved as written.

The financial report was reviewed. After a short discussion by the board regarding checks #6390 - #6414 for a total amount of \$13,450.33 a motion was made by Carlyle Larsen and seconded by Missy Heinrich to pay the bills. Motion carried.

Kathy Bungarden had received a Performance Report for July, 2017 from Loucks & Schwartz. We are showing a good negative number (40.33) for the month.

Occupancy Status: Crystal Teichert (#102) will be moving out September 30, 2017. Laura Burczek (#123) gave notice of moving September 30, 2017 also.

OLD BUSINESS:

Kathy Bungarden updated the board regarding the back rent on #123. The tenant in #123 is no longer current with the agreement to make weekly \$100.00 payments. The board decided to offer her a compromise regarding her back rent. Park Avenue Apartments will keep her apartment security deposit of \$150.00 and her pet deposit of \$300.00 and only charge her ½ of the rent for October, 2017, which would be \$135.00. This would clear up all current and back rent due. Kathy will put together a letter for the tenant to sign if she agrees to these terms. The board reviewed the proposed list of specifications and article for the newspaper regarding the roofing project. It was decided to contact Joel Churness and/or Brian Devorak of Devorak Shingling, Montevideo, MN to see how the sales tax issue is being handled on the roofing project of the LQP County Family Services building before putting the ad in the paper. Kathy will also get some prices from the Western Guard regarding the cost of advertising.

NEW BUSINESS:

Kathy Bungarden gave the board a copy of the 2018 Fair Market Rent figures put out by HUD. After some discussion, it was decided to table any decision on rents for Park Avenue Apartments until the meeting of October 12, 2017.

OTHER BUSINESS:

No further business forthcoming.

The next regular meeting will be Thursday, October 12, 2017 at 11:30 a.m.

Meeting adjourned at 1:42 p.m.

Commissioner – Carlyle Larsen

Co-Chairperson – Stan Olson

Minutes prepared by KB on 9/15/2017.

ROUGH DRAFT

FINANCIAL

STATEMENT

September, 2017

Balance as of last statement

\$ 1,051.98

Income for September, 2017

Rent	35	\$314.00 each apartment	\$	11,040.00
Cable	31		\$	930.00
AC	31		\$	155.00
Garage	10		\$	350.00
Fr.	5		\$	10.00
			\$	-
			\$	13,536.98

Other Income

Maintenance - Rent, Cable, Freezer, A/C	\$	148.00
Partial Back Rent-L.Burcek	\$	41.00
Laundry	\$	358.00
Reimbursemnt from B-Day Club	\$	35.07
Transter from Money Market account to Checking		
Interest on ch	\$	0.10
	\$	582.17
	\$	582.17
	\$	14,119.15

4190	9/1/2017	6390	Auto Owners Insurance	\$	200.00
4190	9/5/2017	6391	Prairie Five Senior Dining	\$	106.00
2117	9/8/2017	Auto	S.S.-\$629.55;Medi-\$147.23;Fed.-\$420.00	\$	1,196.78
4190	9/11/2017	6392	Frontier	\$	208.68
4110	9/15/2017	6393	Kathy Bungarden	\$	973.55
4110	9/30/2017	6394	Kathy Bungarden	\$	973.55
4170	9/14/2017	6395	Loucks & Schwartz	\$	129.00
4190	9/14/2017	6396	KLQP FM	\$	30.35
4190	9/14/2017	6397	Madison Postmaster	\$	39.20
4190	9/14/2017	6398	Jubilee(Paper Towels,Kleenex,Bags)	\$	67.27
4190	9/14/2017	6399	Cardmember Service(Ink Cart.,Styro Cups,Coffee,6"		
			Paper Plates,Kitchen Faucets,Paper Clips)	\$	431.30
4220	9/14/2017	6400	Deb Rakow(10 Hrs. @ \$9.00)	\$	82.69
4190	9/14/2017	6401	Judi Nelson(12.5 Hrs. @ \$9.00)	\$	103.89
4220	9/14/2017	6402	Dorothy Wright (27 hrs. @ \$9.00)	\$	224.41
4330	9/11/2017	Auto	Minnesota Energy	\$	123.49
	9/15/2017	Auto	City of Madison	\$	4,444.68
4410	9/15/2017	6403	Dave Jacobsen	\$	646.88
4410	9/30/2017	6404	Dave Jacobsen	\$	646.88
4420	9/14/2017	6405	Capital One(Cement Repair Caulk)	\$	64.93
4420	9/14/2017	6406	LQP Co-op Oil	\$	45.98
4420	9/14/2017	6407	Dollar General(Mixc. Mtce. Supplies, Bingo Prizes)	\$	74.50
4420	9/14/2017	6408	Brehmers	\$	64.41
4420	9/14/2017	6409	Madison Hdwe. Hank	\$	12.99

4430	9/14/2017	6410	MN Elevator	\$	146.64	
4430	9/14/2017	6411	Automatic Building Controls(Fire Alarm Monitoring)	\$	240.00	
4430	9/14/2017	6412	Schuelke Electric(Check & Replace Exit Lights)	\$	301.64	
4430	9/23/2017	Auto	Mediacom	\$	1,179.30	
4540	9/14/2017	6413	H.A.R.T.	\$	442.00	
4540	9/14/2017	6414	Kathy Bungarden H.C.	\$	249.34	
				\$	13,450.33	-13,450.33
				\$	668.82	

Insured CD	\$24,941.55	Mat. Date 11/14/2017	Int. Rate 0.35%
#51000000499	1 year	Interest thru 8/31/17	- \$203.43

Balance	Insured Money Market Savings	7/31/2017	\$108,509.95
	Subsidy	8/2/2017	\$3,626.00
	Transfer from Savings		
	Interest	8/31/2017	\$ 19.01

Balance	8/31/2017	\$112,154.96
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<u>YTD Int.</u>	<u>Sec. Dep. Klein Bank</u>	<u>Deposit</u>	<u>Payment</u>	<u>Balance</u>
\$1.03				

7/31/2017		\$6,882.24
8/16/2017	#116 Sec. Dep.-J. Haug-\$300)	\$300.00
8/31/2017	Interest	\$0.18
		\$7,182.42

#118; 1 Cat - \$300 Deposit
 #234; 1 Dog - \$300 Deposit
 #239; 1 Cat - \$300 Deposit
 #123; 1 Cat - \$300.00 Deposit
 #125; 1 Dog - \$300.00 Deposit
 #115; 1 Cat - No Pet Deposit

2017

The Lac qui Parle County Economic Development Authority A Year in Review

Procedural Guidance Capacity

It became very clear in 2017 that we needed to lay much needed groundwork in our organization in terms of robust policies and procedures and a rework of the bylaws to give guidance and boundaries to our organization and what the purposes are for our existence.

Staff Capacity

In addition, the need for another person to be restored to our organization was very obvious. The part time assistant was actually a full time assistant, working 30 hours, on 20 hour budgeted pay. I also trained myself completely on the part time assistance job as the former Director was not on hand in the office much with the projects and clients she was managing.

Priorities

I have been given the permission to prioritize as I saw fit, but it is very difficult to prioritize when you really do not have a comprehensive understanding of what the scope of what had been completed, and what was yet to be undertaken.

Training and Assimilation to the Directorship

Training myself, albeit with the assistance of continuing training and education in the field available to me, I found it was next to impossible to continue attending the expected meetings. Here is what I was able to accomplish in order to lighten the load

Responsibilities of Both Job Functions

Duties of the Assistant position actually involved the reality of doing 30.5 hours for work on a consistent basis at actually 20 hours of pay. This was not mandated to me by the Director or the Board, realistically it is what the job required and did what was required.

Junior Achievement

The Junior Achievement program was begun with the County EDA leading the charge. It is a great program and many great citizen volunteers have been faithfully providing this opportunity to our students in the Lac qui Parle Valley and Dawson-Boyd School districts.

We were the engine and fiscal agent behind the program in terms of starting the program, sourcing volunteers, replacing volunteers, fundraising letters, planning for expansions, and sending in the funds to Junior Achievement as they in through the fruits of our fundraising efforts. This was one of the job duties of the Assistant. This responsibility did not go away just because the job did.

- Last year we decided that we would take some of the Junior Achievement funds that we had raised, with Junior Achievement's blessing and pay a small stipend to assign a coordinator at each school that participated in the program. Each coordinator or coordinating team shared in a \$200.00 stipend per year to handle the logistics of keeping volunteers in the classrooms, handing out the kits at the beginning of the year and collecting them at the end of the year.

This relieved a lot of stress on my part, as I was then only responsible to send out the fundraising letter, sending in the donations that rolled in to the Junior Achievement Regional office and holding a Junior Achievement Board Meeting once a year. This was better.

Meetings

- The expectation was for the Director of the County EDA to attend Chamber Meetings, City EDA Meetings, Dawson Development Meetings and Madison Development Meetings.
- Being a member in both Chambers, I did my best to attend regular meetings more frequently in 2016 than this year of 2017.
- I soon found that these meetings were not very productive in nature and the Board gave me permission in these last months.
- If the meetings were not substantive, to not feel the requirement to be there.

I attempt to get to Chamber Meetings when I can and have communicated to the City EDA Boards, at the behest of the County EDA Board, that if they need me to attend a meeting for

informational or assignment purposes, I am happy to attend. This has bought me some more time to focus on process documents, projects and working with small business clients.

Funding Capacity for Economic Development

Our levy budgeted amount was severely cut in 2015. Keep in mind that the budget for 2015 is approved in 2014.

When the former Executive Director gave notice of her departure in late January of 2015, our budget was severely underused due to her budgeted salary, travel and mileage account that she had budgeted in 2014 was largely unused for eight months of her absence.

Though we would need to recruit a new Director if the organization was to continue into a hopeful and healthy future, the Board of County Commissioners were more comfortable with the they wished to see the levy cut back to pre-2014 levels and closer to the current level of just under \$100,00.00 annually. Our EDA Board has followed this through 2017.

The amount levied for the County EDA went from \$165,00.00 in 2014 to \$99,418.00 in 2016. In addition, the County EDA Board decided to cut the part time position from the office, which further drained our ability have the capacity to cover all of the bases that had been covered prior.

I had other concerns but agreed to keep the budget in 2017 at the same level and use some reserves from our account.

Flash Forward to 2018

We understand that using our reserves in ways that will directly encourage our businesses in the county with assistance is the best way to build future capacity for doing more in the future.

- We have created a couple some new funding platforms and diversified our accounts with banks across the county.
- Hopefully, every town feels our presence in this regard.

- In my training it is recommended by some to have your accounts for specific purposes in different banks. This makes the tracking of these funds more transparent to the public and members of County and City Governments.

Our Accounts

The Lac qui Parle County Revolving Loan Fund

In 2017, we were able to apply for a USDA Business Development Grant to establish a revolving loan fund to assist Lac qui Parle County businesses with gap funding that may be needed after they have secured a business loan from a local lender. We did win the grant of \$99,000.00 to establish this fund at the State Bank of Bellingham. We will add an additional \$25,000.00 to cover the administrative costs of the loans that are being administered by the RDC for the possible loans made from this fund.

The Lac qui Parle County Seed Loan Fund

Due to the fact that we wrote our first start up loan this past year, it is important that we have a policy and procedure to enter into such loans.

- A County Seed Loan fund Is being established and the policy and procedures will make this fund ready to go in early 2018.
- The Seed Loan fund will allow eligible projects to receive a loan of up to \$5000.00 at low interest and competitive terms for their business start-up, or new expansion. We are starting this account on reserves from our savings with \$50,000.00

The Lac qui Parle County EDA General Projects Fund – (Formerly in the EDA Budget

This fund has been established to handle general projects that come up along the way that need additional funding in the small towns and city projects that contribute to Economic and Community Development that benefit the communities as a whole.

- This account has been established in the Marietta State Bank. We have currently 31,000.00
- We hope, over time to build that account to sustain our need for general projects that come up from time to time.

- As we build capacity in this account, we will become less reliant on levy dollars for this purpose.

New Office Space

We have found a space on Main Street that will allow us the type of atmosphere that will allow better to have confidential meetings with our business clients.

- It will also provide a large conference room space that will be the new home of our monthly meetings, and be available to businesses and other non-profit groups to use free of charge by sign-up.

- We are confident that this is a good move for us.

Blake Wittenebel has redeveloped the old Madison Bowling site and has been working hard to gain clients of the front Main Street spaces. I have been working closely with him to find possible clients.

- He had designed an office space for a client that decided to lease elsewhere.
- The leased amount is \$1000.00 per month plus utilities.
- These have been put in our proposed budget and we feel this is a good fit because we would have a Main Street Presence that would help us advertise our business better. We would amongst the business community and closer to the clients we serve.
- We can sign a long term lease and the price is a little less than the per square foot charge of the DAC at the M-M-N Elementary School, but with much better visibility.
- We can sign up to a ten year lease with incremental rent only occurring with property tax hikes or rises in insurance costs for the owner.
- We hope the Board will see that this is a positive move. It is also is a good testimony to the community at large that we support our businesses by participating in using the space available by our business clients.

Parting Comments

As you can see we have building capacity so that in 2018 we can be much more responsive to businesses and provide connective resources to our communities.

- Providing not only the connective resources needed to help folks get started on their business plan and budget, but to assist with Seed Loan start-up funding as well as gap funding through our newly minted Revolving Loan Fund.

Our Themes for 2018 are:

We plan to release our specific 2018 Work Plan after the Conference

- **Big Ag Business** – Industrial Hemp Opportunities for new Markets
- **Alternative Energy Platforms** for Farmers and Businesses
(Preparing for the future of energy independence)
- **Small Towns and Infrastructure**
- **Small Business and Entrepreneurship**
- **Building County Childcare Capacity**
- **Building our Apprenticeship and On the Job Training programs to assist our students, young adults and businesses.**

Launch of Apprenticeship and On the Job Training JA Expansion Fall of 2018

- Pam discussed this need with the new incoming Superintendent, Greg Schmidt, and he is interested in working with me to design this program within the Lac qui Parle Valley High School.
- Pam's intention is to also discuss this issue and program with the Dawson- Boyd Schools as well.
- I have reached out the Southwest Minnesota Private Industry Council and discussed my concerns and ideas and ask for their involvement in this process as well.
- Pam has already made connections with the Eriann Farris that works with the High School Program.
- Carrie Kwilinski, the Adult apprenticeship and On the Job Training program for this organization came for a meeting on July 17th and we discussed at length the programs that she administers throughout the region. They are:
 - The On the Job Training Program that will pay half the cost of the wages for 16 weeks, for an Adult that wishes to participate. This program is designed for those that need some retraining or additional training to move them into an employable position with various employers who are looking to hire someone for their organizations and businesses.
 - The Apprenticeship Program works with unskilled people in various market sectors to increase their skills for employment by also including educational opportunities for them to improve their deficient skills in areas of english, reading and math competencies, as well as learning the soft skills necessary to

work in a professional environment. A good example is their Welding Apprenticeships but they are actively seeking to develop apprenticeships in other areas of need for the employers in our region. In addition, they are actively looking for businesses to host an apprenticeship program in their business.

- They are onboard and will be helping us to develop this program by the fall of 2018 as well as launching the summer high school Apprenticeship program in the Summer of 2019. In addition, I will work with SWMNPic's Adult Coordinator to work on recruiting adults in our county that need additional opportunities for employment and training to get them in jobs that can support them and increase their capacity to be employed in the skilled as well as unskilled job markets. This will aid businesses that need to transition to retirement to have options to have an apprentice to work with them and hopefully learn and purchase the business from the current owner.

Junior Achievement Expansion into the High Schools

Discussed the fact that our Junior Achievement Program currently only serves students at the K-6 level in both of our school districts. Although we have considered expanding this program at the high school level, we have had some barriers that we believe we may be able to mitigate if we were only to consider expanding Junior Achievement Programs at the High School Level. Pam believes the two programs that would best dovetail with the High School Apprenticeship Program would be a **Junior Achievement Job Shadow Program** at the Sophomore level and the **Entrepreneurship Program at Junior Level**, and then the **SWMNPic High School Apprenticeship Program** would take place (for those that are not immediately planning to attend colleges or universities) in summer of their senior year after High School Graduation. We discussed launching the program for both the High School Apprenticeship Program AND the Junior Achievement High School Expansion in the fall of 2018. This gives us an entire year to make certain we are ready for both programs to launch and find the businesses and classroom volunteers for the Junior Achievement Program as well. Next steps are to work on identifying the stakeholders that need to meet and figure out how we move forward together.

ON THE JOB TRAINING PROGRAM with SWMNPic-ADULTS

When Pam met with Carrie, she indicated that she had already had a great conference with Eriann Farris and they both work together on these apprenticeship programs and know each other.

We focused on the **Adult specific On the Job Training Program(OJT)** they have in place. The On the Job Training Program places Adult candidates in an on the job training experience where they also receive coaching from Carrie and others on skills they need in order to be successful in the work environment. This coaching is tailor made to the individuals participating with the OJT program and seeking placement with a particular employer. One of the great benefits to the employers working with this particular program is that the SWMNPic program will pay half of the pay for the individual participant that is placed in their place of business for a full 16 weeks. After the 16 weeks of OJT, if both the employer and participant are satisfied with the outcomes, they can enter into the permanent hiring process with the employer.

The other area that Carrie works on with regards to Adult Employment is the Apprenticeship Program which has a much stronger educational component that relates directly to the specific training needed in a trade area. A good example is their Welding Apprenticeship Program. This program allows them to come in with little to no knowledge of welding and trains them to weld over the course of the apprenticeship and readies them with the skills they need to possess as a full fledged welder. The other educational part of the program is designed to help them overcome deficits that are not related to the welding skill alone such as English proficiency, Reading and Math Competencies and other skills that could hold them back from experiencing a successful apprenticeship and/or keep them from attaining a job after the apprenticeship program is completed. Interfacing with services such as Adult Basic Education out of Montevideo, the Computer Computer, if needed and ESL classes for those that need to work on their English Speaking and writing skills.

Legible handwriting is necessary for many jobs that require documentation for various market sectors as well and ABE can assist in these areas to see that competencies needs can be met with the individual seeking employment.

Carrie is also actively seeking businesses that would like to get involved in hosting an apprenticeship program in their business. There are any number of apprenticeship programs that can be designed with the assistance of SWMNPic.

Our hope is that this will assist us in identifying and connecting with those businesses, where business owners would like to transition their businesses due to impending retirement issues and hopefully be matched with those from either the High School Apprenticeship Program or the Adult OJT or Apprenticeship programs. We hope to launch the adult program on the same trajectory or earlier than it will take to get the high school programs in place

MARKET ANALYSIS FOR BUSINESS INCUBATOR

Business incubators are sprouting up in small towns in the area to assist with additional space for entrepreneurs that are working on a new business but are in their planning phase. Most entrepreneurs work out of their homes but do not always have a great space to have an office/work space. Business incubators have funding sources, however it is best to make certain the market in your community or county would respond positively to its success once built. I am working on a marketing analysis with the University Extension and that is in process at this time.

STATUS – ACTIVE THROUGH EARLY 2018

2018 Kick Off:

Education and Engagement

January 11th and 12th, 2018

Madison Armory

**First Annual Lac qui Parle County Conference on
Industrial Hemp and Clean Energy Programs
Two Day Conference**

Day One (Proposal stage) DRAFT

- **Big Ag Business** – Industrial Hemp Opportunities for new Markets
 - 2018 Industrial Hemp and Clean Energy Conference (Early January)
 - Continental Breakfast
 - Presentation by Minnesota Department of Agriculture Hemp Program
 - Question and Answer Session with Department of Agriculture Reps
 - Break (15 Minutes) Beverage and Snacks
 - Presentation of Hemp Application and instructions for application process
 - Panel presentation of current Industrial Hemp Farmers
 - Question and Answer with Industrial Hemp Panel
 - LUNCH PROVIDED (1 hour) visit trade booths and sponsors
 - Hemp: Planting and Harvesting and what do I need to get started?
 - Do I need herbicides and pesticides?
 - How do I decide if I want to grow organic or if it is not necessary?
 - Storing your Crop – Is it different than corn or beans?
 - What kind of yields are possible? Can I get more than one crop in one season?
 - Sourcing Processing options
 - Documentary Film at The Grand Theater Madison

- **Alternative Energy Platforms** for Farmers and Businesses
(Preparing for the future of energy independence)
 - Introduction of the PACE Program (Property Assessed Clean Energy)
 - Question and Answer Session with PACE Representatives
 - Presentation of how you get started with this option/application process
 - Is it better to install solar panels in my fields and if so, what can I do that will make that worthwhile? Attracting pollinators with planting of mixed grasses and flora under your panels. Beekeeping.

Industrial hemp a main focus of LqP County EDA

by Adam Conroy

Lac qui Parle County Economic Development Authority has big plans for 2018 and beyond.

During the Oct. 3 LqP County Board of Commissioners meeting, LqP County EDA Director Pam Ellison and LqP County EDA Board Chair Sonjia Lien discussed the EDA's future plans and budget for 2018.

One of the biggest goals for the EDA is to bring alternative crops and energy sources to Lac qui Parle County - the main focus being industrial hemp.

Lien said the state of Minnesota Department of Agriculture is in the third year of a three year industrial hemp study, and the EDA would like to bring this to Lac qui Parle County. In the study, she added, there are 12 different varieties of industrial hemp that are being tested in the state. Currently, the state has 42 industrial hemp growers, producing a plant that can be used for a variety of products including hempcrete blocks, which are similar to concrete.

Lien said industrial hemp

production is very active in a number of east coast states as well as Canada.

Taking things a step further, LqP County EDA is also exploring the possibility of bringing an industrial hemp processing plant to the county.

The EDA's second area focus is alternative energy, with a number of loan/grants available to bring this industry to the county.

Lien also stated that the EDA is focusing on how to better serve the county's

In regards to the budget and levy for 2018, the EDA plans to increase their budget from \$193,489 in 2017 to \$266,500.

In this proposal, the county property tax levy would increase from \$99,418 in 2017 to \$109,000 in 2018. City appropriations would remain the same at \$32,000, and the EDA would spend \$63,500 in reserves.

Of this reserve spending, \$42,000 is marked for the addition of an EDA specialist position, which would be a full time position along with the EDA director.

Ellison said additional staff is needed to adequately meet

the EDA needs and provide "capacity" to better serve the county.

Another \$13,100 is set aside for rent and utilities for a potential new office location.

Ellison and Lien said the current EDA office space, which is a small corner office in the basement of the courthouse, does not adequately meet the needs of the EDA due to a lack of space and a lack of confidentiality, being a shared space with the Veterans Service Office.

The EDA is looking at three potential locations: Blake Witnebel's building on main street in Madison, the former DAC office in the county Annex in Madison and the former Dawson Tax Service building in Dawson.

Commissioner Todd Patzer urged caution when using reserve funds to balance a budget.

The EDA has built up more than adequate reserves after a few years of expenditures falling far under revenues.

Current County EDA Work in 2017

STATUS REPORT

Childcare Research for Child Care Centers – Rural Emphasis Research and Development

- Serving on the CORE Planning team for Dawson Childcare successful grant bid work (18 month commitment, through 2018)
- Consulting with Childcare Aware, First Children's Finance
- Food Program Coordinator on Job Recruitment of Childcare Providers
- Research on private foundations and private childcare companies that may be able to be of assistance in our quest for more childcare options.
- **STATUS – IN PROCESS THROUGH 2017**

Fiber to Premise City of Madison

- Checking into best options vs. no options and letting the consumer drive the market
- Checking on an option to see that all of the businesses that need Fiber Optic option can get it in the City of Madison
 - The County EDA assisted with cost sharing with the City of Madison on a feasibility study to install FTTP via Overhead powerline infrastructure that the City owns.
 - The study is still open at this time and looks like a cost savings would be negligible.
- Studying the next steps with the Committee.
- Group has decided to see how Media Com will affect the Broadband deficit in Madison.
- Further Installation of FTTP in Madison is on hold. **STATUS - ON HOLD**
- **UPDATE: September 29, 2016** I had a telephone meeting with Kevin Beyer from Farmerstel and am working with him to assist businesses with services.

Dawson Housing Plan Expansion Research and Consulting

- Researching options currently to see if HUD would be able to expand the Parkview Apartments property with 3 bedroom low cost units on existing land on the original property through the Dawson Housing HUD Group.
- Working now on setting up a meeting with a representative of HUD to meet with the Dawson Housing Plan Committee to discuss options.

STATUS – ON HOLD – FEW OPTIONS FOR BRICK AND MORTAR

Update: Found a good source of contact through Washington DC, HUD, have connected them with Dawson Housing to see if they can be helpful in this expansion process.

Noah's Ark /AURI Research/ Sheep and Goat Slaughterhouse to keep them open in Dawson

For now, Noah's Ark has made the decision to stay in Dawson.

I have made contact by email with AURI (Agricultural Utilization Research Institute) to see if they would be willing to meet with the Owner of Noah's Ark LLC, aka Solomon's Meats to see if they can help them relabel their Kosher meats with additional labels to attract more customers outside of the traditional Kosher market, and establish the ability for them to sell their products in small meat markets and grocery stores and larger grocery chains such as Hy-Vee and Supervalu.

STATUS – STABLE FOR NOW – OWNER KEEPING IN TOUCH

Bluegrass Proteins Apprenticeship Partnership with Private industry Council

- Bluegrass is turning as much business as they send out
- They need to think about expanding as older dairies drop out of existence
- Need a better way to get the best employees at their plant – Work with SWMNPIC for apprenticeship options to feed the plant with better candidates
- Bluegrass would like to see a rail spur for shipping purposes but would need to share the cost with Noah's Ark or an additional business - TOO Expensive, but would be good as a future move if it can be afforded with others.

STATUS - PLANNING EXPANSION, KEEPING IN TOUCH. Planning a meeting soon to discuss the possibility of Hemp Milk or Hemp Protein Powder for dairy intolerant market channel

CAST Building and Block 48 Redevelopment

- County EDA provide a small loan for this client in early 2017.
- Actively seek development options for the existing spaces in the building that are not currently leased.
- Advise on signage
- Get it listed on MN DEED –
- Check into Overhead Crane or Utilities that need to storage for vehicles or lifts, etc.
- Get a sign on the road with vacant spaces available and dimensions

STATUS – STILL SEARCHING FOR RENTERS ON THE LOIS SITE.

Prairie Five Clothing Room Relocation

- Continuing to assist Prairie 5 with finding a new location for the Clothing Room that would be more visible to visitors and give them greater visibility than the Annex. Location. Several sites that are available are not suitable.

STATUS - Still in process, STILL SEARCHING FOR BETTER SITE.

Madison Community Meeting with the Madison City EDA Next Steps to identify best projects. I have proactively contacted various developers about the Vacant Block on Main Street.

STATUS – ONGOING, CITY PLANNING AND DISCUSSING COMMUNITY CENTER – ARCHETECT CAME OUT AND IN PROCESS WITH IDEAS -

Marketing the Kennedy Bakery for Sale and Outreach Effort to Culinary Schools about Sale.

- Advertising on the County EDA Website and on Facebook
- Send out materials to those that request them
- Field calls from potential buyers.
- Forward to owner when serious buyer is interested.
- Engaged in continued follow up with previous interested parties

STATUS – CLOSED PROPERTY NOT FOR SALE YET

Marietta/ Nassau/ Bellingham Community Development Group

- In process, trying to assist the smaller towns with needed projects through Community involvement to assist in doing research and bring ideas of funding sources to the table to assist their City Councils.
- Community group in Marietta meets frequently, had success with Family Fun Nights over the summer, have a couple new businesses working towards a business plan.
- Met with Bellingham City Council and told them that the focus was to try to get some collaboration between the smaller towns in the County and work together on infrastructure, roads and water/sewer issues.

STATUS – ELEVATORS POSSIBLY WORKING ON RAIL ISSUES

ONGOING. LOOKING AT JOINT PROJECTS IN MARIETTA/NASSAU FOR COLLABORATION ON ROADS AND SEWER ISSUES.

Boyd Assisted Living Project Research and Assistance

- Business Plan Template in process
- Hutt Oil needing Pump refurb in Boyd and Dawson, Seeking funding sources with USDA Business Development Group
- **STATUS – LOOKING AT OPTIONS – HUTT OIL EXPANDED INTO DAWSON, POSSIBLE REFURB OF STATION PUMPS IN BOYD – ONGOING**

Oversee and educate County EDA Summer Intern

- Business Advertisement/website oversight
 - Make certain that Businesses sign up for a visit once they have a web presence for their business.
 - Visit Businesses and collect items to be posted on the website
 - Work with the webmaster to get them posted
- Job Shadow Director when possible
 - Attend County EDA Board Meetings
 - Attend other board meetings with Director
 - Learn about projects that are being worked on
 - Do additional research as requested, etc.
- Learn about our organization

STATUS – INTERN BACK AT SCHOOL HAS DECIDED TO PURSUE A MASTERS DEGREE AFTER COMPLETING THIS SEMESTER.

Building Processes, Scope of Work (Purposeful Participation, Process, Projects, Progress) the four Ps)

- Update Bylaws for approval (Sonjia and Pam)
- Scale organizations goals and work plan to available funding
- Make certain the cities and towns know that we are a resource to them. We can assist them, but we in charge are not the driver of all of their desired projects.
- Develop Client Packets with Flowchart and other information to get them connected with other sources of help and financial assistance when needed.

Business Expansion, Development and Transition

- Encourage businesses to consider working with us connect with other sources to assist them with plans for expansion, development and transition considerations.

Regional Recruitment

Actively worked on the “Get Rural” Project with the other economic developers and City Managers and leaders as a regional development tool that would give visitors a deeper look into the available amenities and infrastructure in the five county region. This Project will share the same website location as the Prairie Waters website and save money in doing so. Tourism is a leg of Economic Development and many people who actually visit the Prairie Waters Site and come to the area want to have access to more comprehensive information about the county such as real estate, both commercial and residential, schools, hospitals, entertainment, shopping, and other information that will reside on the “Get Rural” page. The Blandin Foundation gave the UMRDC a grant to assist with all of the costs associated with branding and framework for the plan. This will make big difference in how we can give greater access to those who may be interested in being recruited to our area as well as the fact that all of the businesses and municipalities in our five county area have access to a great photo gallery for free to use for updating their own websites and Facebook pages. This will grow and expand over time and soon there will be more specific access to towns and their amenities as well on the site. **STATUS – LAUNCH OF NEW WEBSITE AND IT IS FULLY FUNCTIONING – CONTINUEING TO BUILD SITE THIS YEAR AND MAKING UPDATES AS NECESSARY. – COMPLETE**

Meeting Obligations

Dawson and Madison Chamber Meetings (Once per month when possible)

Dawson and Madison EDA Meetings (Once per month when possible)

Dawson Development Corporation Meetings (Once per month when possible)

Kiwanis (Once per Month when possible)

Prairie Waters Tourism (Once per month) **County Allotment oversight**

Southern Minnesota Tourism Meeting (Every other month, when possible) **County Allotment oversight**

STATUS – I HAVE NOTIFIED ALL GROUPS ABOVE, WITH THE EXCEPTION OF THE COUNTY ALLOTMENT OVERSIGHT GROUPS THAT I WILL ATTEND ONLY WHEN MY PRESENCE IS REQUESTED.

Educational Conferences and Training Opportunities

EDAM Annual Winter and Annual Summer Conferences

Educational Training when needed and possible (IEDC and NDC)

MAPCED Meetings

Outreach

- I have connected with several Main Street Businesses this year and will continue to do so in the summer with the Intern.
- Offering each business in Lac qui Parle County a Free banner advertisement on our website if they will create a web presence such as a Face Book page or a simple webpage about their business prior to receiving the Free Ad on our website.
- We have made many changes to our website in the past year to make it interact with other webpages of the cities and towns and other entities that we connect with such as the SBDC and the UMVRDC. Free educational webinars are located on our site by way of LIVE links to the Small Business Administration site as well as other Economic Development organizations that provide webinars and other educational opportunities in business and economic development.
- I still need to get in and record some radio shows for Maynard. I will try to get that in the works.

STATUS – WORKING WITH MAYNARD TO GET MORE OPPORTUNITIES ON AIR TO TALK ABOUT WHAT WE ARE ACCOMPLISHING IN THE COUNTY EDA - ONGOING

Administration of the Office

- I do my best with the time allotted me.
- I have decided that having another full time person who can work as an Economic Development representative would be better to work on projects along with me and we would share the administrative responsibilities.
 - This is based on the fact that the Part time Assistant was actually working 30.5 hours per week and it made sense to get the benefits of job and professional development sharing as well as working with clients.
- Currently I attempt to reserve Fridays for this, although it is not always uninterrupted.

Launch of Apprenticeship and On the Job Training JA Expansion Fall of 2018

- Pam discussed this need with the new incoming Superintendent, Greg Schmidt, and he is interested in working with me to design this program within the Lac qui Parle Valley High School.
- Pam's intention is to also discuss this issue and program with the Dawson-Boyd Schools as well.
- I have reached out the Southwest Minnesota Private Industry Council and discussed my concerns and ideas and ask for their involvement in this process as well.
- Pam has already made connections with the Eriann Farris that works with the High School Program.
- Carrie Kwilinski, the Adult apprenticeship and On the Job Training program for this organization came for a meeting on July 17th and we discussed at length the programs that she administers throughout the region. They are:
 - The On the Job Training Program that will pay half the cost of the wages for 16 weeks, for an Adult that wishes to participate. This program is designed for those that need some retraining or additional training to move them into an employable position with various employers who are looking to hire someone for their organizations and businesses.
 - The Apprenticeship Program works with unskilled people in various market sectors to increase their skills for employment by also including educational opportunities for them to improve their deficient skills in areas of english, reading and math competencies, as well as learning the soft skills necessary to work in a professional environment. A good example is their Welding Apprenticeships but they are actively seeking to

develop apprenticeships in other areas of need for the employers in our region. In addition, they are actively looking for businesses to host an apprenticeship program in their business.

- They are onboard and will be helping us to develop this program by the fall of 2018 as well as launching the summer high school Apprenticeship program in the Summer of 2019. In addition, I will work with SWMNPic's Adult Coordinator to work on recruiting adults in our county that need additional opportunities for employment and training to get them in jobs that can support them and increase their capacity to be employed in the skilled as well as unskilled job markets. This will aid businesses that need to transition to retirement to have options to have an apprentice to work with them and hopefully learn and purchase the business from the current owner.

Junior Achievement Expansion into the High Schools

Discussed the fact that our Junior Achievement Program currently only serves students at the K-6 level in both of our school districts. Although we have considered expanding this program at the high school level, we have had some barriers that we believe we may be able to mitigate if we were only to consider expanding Junior Achievement Programs at the High School Level. Pam believes the two programs that would best dovetail with the High School Apprenticeship Program would be a **Junior Achievement Job Shadow Program** at the Sophomore level and the **Entrepreneurship Program at Junior Level**, and then the **SWMNPic High School Apprenticeship Program** would take place (for those that are not immediately planning to attend colleges or universities) in summer of their senior year after High School Graduation. We discussed launching the program for both the High School Apprenticeship Program AND the Junior Achievement High School Expansion in the fall of 2018. This gives us an entire year to make certain we are ready for both programs to launch and find the businesses and classroom volunteers for the Junior Achievement Program as well. Next steps are to work on identifying the stakeholders that need to meet and figure out how we move forward together.

STATUS – MOVED TO 2018 WORK AND PREPARING TO LAUNCH FOR FALL OF 2018

ON THE JOB TRAINING PROGRAM with SWMNPic-ADULTS

When Pam met with Carrie, she indicated that she had already had a great conference with Eriann Farris and they both work together on these apprenticeship programs and know each other.

We focused on the **Adult specific On the Job Training Program(OJT)** they have in place. The On the Job Training Program places Adult candidates in an on the job training experience where they also receive coaching from Carrie and others on skills they need in order to be successful in the work environment. This coaching is tailor made to the individuals participating with the OJT program and seeking placement with a particular employer. One of the great benefits to the employers working with this particular program is that the SWMNPic program will pay half of the pay for the individual participant that is placed in their place of business for a full 16 weeks. After the 16 weeks of OJT, if both the employer and participant are satisfied with the outcomes, the can enter into the permanent hiring process with the employer.

The other area that Carrie works on with regards to Adult Employment is the Apprenticeship Program which has a much stronger educational component that relates directly to the specific training needed in a trade area. A good example is their Welding Apprenticship Program. This program allows them to come in with little to no knowledge of welding and trains them to weld over the course of the apprenticeship and readies them with the skills they need to possess as a full fledged welder. The other educational part of the program is designed to help them overcome deficets that are not related to the welding skill alone such as English proficiency, Reading and Math Competencies and other skills that could hold them back from experiencing a successful apprenticeship and/or keep them from attaining a job after the apprenticeship program is completed. Interfacing with services such as Adult Basic Education out of Montevideo, the Computer Computer, if needed and ESL classes for those that need to work on their English Speaking and writing skills.

Legible handwriting is necessary for many jobs that require documentation for various market sectors as well and ABE can assist in these areas to see that competencies needs can be met with the individual seeking employment.

Carrie is also actively seeking businesses that would like to get involved in hosting an apprenticeship program in their business. There are any number of apprenticeship programs that can be designed with the assistance of SWMNPic.

Our hope is that this will assist us in identifying and connecting with those businesses, where business owners would like to transition their businesses due to impending

retirement issues and hopefully be matched with those from either the High School Apprenticeship Program or the Adult OJT or Apprenticeship programs. We hope to launch the adult program on the same trajectory or earlier than it will take to get the high school programs in place. **STATUS – ACTIVE 2018**

MARKET ANALYSIS FOR BUSINESS INCUBATOR

Business incubators are sprouting up in small towns in the area to assist with additional space for entrepreneurs that are working on a new business but are in their planning phase. Most entrepreneurs work out of their homes but do not always have a great space to have an office/work space. Business incubators are have funding sources, however it is best to make certain the market in your community or county would respond positively to its success once built. I am working on a marketing analysis with the University Extension and that is in process at this time.

STATUS – ACTIVE THROUGH EARLY 2018

CITY COUNCIL CHECKLIST

10/20/2017

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 the	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 for de	ongoing
Outside City Limits Properties	8/8/2016	Zahrbock	CM, Attorney	City Attorney to address with County Board	ongoing
Tree Trimming	9/26/2016	Meyer	CM, PW	obstructed sidewalks/streets documented and assigned	ongoing
Broadband Exploration	4/20/2017	Meyer	CM, committee	Revisit June 2018	ongoing
Hazardous Houses	4/20/2017	Thole	CM, Attorney	Performed 2017 annual inspection letters issued.	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	Small Cities Development Grant	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
Prairie Arts Center	2/8/2016	Thole	CM	Bathroom request, Approve work for water damage	ongoing
City Garage	4/20/2017	Thole, Fernho	CM	Concrete Poor condition/doors and roof leaks/extensive repairs needed	ongoing
Storm Pond East Highway 40	8/10/2015	Zahrbock	CM, Engineer	Inlet side has been cleaned by City Crew	ongoing
Daycare Shortage	5/8/2017	EDA	CM, Zahrbock	JPAC Grant received - Demand study in progress	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Grant Application Submitted	ongoing
Public Restrooms	5/8/2017	EDA	CM, Meyer	Collaborate with Ag Society/Initiated discussion 08/22/17	ongoing
LqP Players Agreement	9/25/2017	Meyer	CM, Meyer	Agreement on use and care of Prairie Arts Facility	ongoing
Recreation Facility	5/2/2017	EDA	CM, Conroy	Request for Proposal for Feasibility Study	ongoing



CITY OF
MADISON

■ 404 6th Avenue
■ www.ci.madison.mn.us

■ Madison, Minnesota 56256

■ (320) 598-7373 Office
■ (320) 598-7376 Fax

**PURCHASE ORDER 10232017
CITY OF MADISON, MINNESOTA
(ARTICULATING WHEEL LOADER)**

ATTN: Ziegler CAT

DATE: October 23, 2017

PER QUOTE: September 18, 2017
State Purchasing Contract

Articulating Wheel Loader	
Caterpillar 930M including options	\$179,570.00
(Estimated trade value 1994 CAT)	<u>- 18,000.00</u>
Total	\$161,570.00
(Tax Exempt Purchase)	

This purchase to be invoiced and paid for in 2018 calendar year.

If questions, please contact Allan Thompson, Street Supervisor
(320) 226-1873

ZIEGLER

Date: **September 18, 2017**
 Company: **City of Madison**
 Name: **Allan Thompson**
 Address: **404 6th Ave No**
 City, State Zip **Madison, MN 56256**
 Phone: **320.598.3484**
 Cell: **320.226.1873**



Furnish separate price quote for: **ARTICULATING WHEEL LOADER (L-331.5)**

1.0 Articulating Wheel Loader

Make & Model
 Horse Power/Engine Information
 Operating Weight
 Full Turn Static Tipping Load
 Recommended Bucket Type & Size
 (Stuck/Heaped) (SAE)
 Is bucket included with base unit?
 Break Out Force, bucket (SAE)
 Hinge Pin Height
 Articulation Angle

 Brake Type

 Transmission Type (describe features)

 Differential type - Front & Rear
 Seat type
 Battery CCA

 Tires

 Hydraulics
 Bucket Controls
 Alternator Size
 Starting Aid

 Road & Work Lights
 Warranty Details: Months, Years, Hours, etc.

Caterpillar 930M
 Caterpillar C7.1 ACERT / 162 Net HP
 30,852 lb.
 18,683 lb.
 Performance GP bucket
 3.0 cyd heaped / 2.7 cyd struck
 No
 27,263 lb.
 12'9"
 40 degrees
 Independent front and rear enclosed
 Inboard wet disc
 Stepless, electronically-controlled
 hydrostatic transmission with 4 speed
 ranges, standard throttle lock, and
 optional rimpull control and creeper
 control
 Fully locking front differential (can be
 engaged on the go at full torque with
 button on joystick). Conventional rear
 differential
 Fabric suspension seat
 4 x 1,000 CCA
 20.5 R25 Michelin XTLA on 3-piece
 rims
 2 valve, single lever, load-sensing
 variable flow electrohydraulic control
 system with in-cab programmable kick-
 outs and electrohydraulic cylinder
 snubbing
 Seat mounted joystick with F/N/R
 switch
 115 amp
 Ether starting aid and engine coolant
 heater
 Front and rear halogen roading and
 work lights with LED rear stop tail turn
 lights
 One year / unlimited hour premier
 warranty

930M Base Price: \$ **142,450.00**

2	<u>OPERATOR STATION</u>	
	Standard cab (includes automatic temperature control, seat mounted implement controls, two heated external mirrors, two internal mirrors, tilt and telescoping steering wheel, and primary instrument display)	Included
2.1	Deluxe cab (includes all features included in 2.1 plus automatic blower control, electrically adjusted external mirrors, secondary display which allows real time adjustments to rimpull, creeper speed, 3rd function flow, throttle lock, and doubles as rear camera display (camera not included), enhanced in cab LED lighting, and front and rear sun visor)	
2.2	Deluxe AM/FM radio (includes Bluetooth interface, microphone, and aux inputs for MP3 players, etc.)	\$ 1,330.00
2.5	Ride control	\$ 450.00
2.7	Deluxe seat (low back air suspension seat)	\$ 2,440.00
2.9	Rear view camera (requires 2.2 deluxe cab)	\$ 650.00
2.13	Washer & Wiper, front and rear	Included
2.15	Windshield Platform	\$ 690.00
3.0	<u>ENGINE/POWER TRAIN</u>	
3.1	Front differential lock	Included
3.2	Limited slip rear differential	\$ 1,850.00
3.5	Ether starting aid	Included
3.6	Engine coolant heater	Included
4.0	<u>ELECTRICAL/LIGHTS</u>	
4.1	Warning beacon, LED strobe, amber lens	Included
4.2	Whelen L22 strobe with blue or amber lens	\$ 710.00
4.3	Halogen front and rear roading and work lights	Included
4.4	Two additional forward facing and two additional rear facing halogen work lights	\$ 240.00
4.8	Product Link PL641 - cellular (requires service subscription)	Included
4.10	Two Additional Batteries for Cold Start	Included
5.0	<u>TIRES/RIMS</u>	
	Use this section to offer tire/rim options. Number these items starting with 5.1, 5.2, 5.3, etc.	
5.3	20.5-R25 Michelin XHA2, L3	\$ 840.00
6.0	<u>HYDRAULICS</u>	
6.1	Hydraulic oil cooler, heavy duty	Included
6.2	Hydraulics 2 valve Coupler Ready	Included
6.3	Hydraulics, 3 valve Coupler Ready	\$ 1,620.00
6.6	Jumper Lines for Third Valve	\$ 630.00
7.0	<u>BUCKET/ATTACHMENTS</u>	
7.1	Caterpillar Fusion quick coupler	\$ 2,530.00
7.7	General purpose bucket, 3.8 cyd. with bolt-on edge (pin-on or Fusion coupler)	\$ 6,830.00
7.14	54" pallet forks (60" carriage)	\$ 3,050.00
	Caterpillar flat back hook assembly (not installed) \$940 x 2 (for SnoGo & Grapple Bucket)	
7.19	Cost for installation of female adapter on existing attachment (requires hooks) \$3570 x 2 (for SnoGo & Grapple Bucket)	\$ 1,880.00
7.21		\$ 7,140.00
8.0	<u>OTHER LOADER OPTIONS</u>	
8.1	Counterweight Heavy - Required for High Lift	\$ 1,660.00
	Standard fenders (provides black non-metallic front fenders and partial coverage rear fenders)	Included
8.13	Full coverage fenders (provides yellow non-metallic front fenders and full coverage rear fenders with mud flaps on the back side of both front and rear tires)	
8.15		\$ 1,660.00
9.89	One set of parts, service and operators manuals	No Charge
10.0	<u>DELIVERY STARTING POINT</u>	Marshall, MN
	Price Per Loaded Mile: \$4.50 x 60 miles	\$ 270.00
14.0	<u>OEM STANDARD WARRANTY:</u>	One year / unlimited hour premier warranty
	Total Machine Price including Options	\$ 179,570.00
	ESTIMATED Trade Value on 1994 CAT 938F S/N 1KM516 WITHOUT Grapple	\$ (18,000.00)
	MN Sales Tax - 6.875%	Tax Exempt
	Warranty - see options on state contract	Add to Price if Necessary
	GRAND TOTAL - 930M	\$ 161,570.00

Strengthening the Family (STF) ●●●●●●●●●●

Team Area: Appleton - Madison - Marietta - Milan - Nassau - Holloway



Date: October 17, 2017

To: City of Madison

From: Lac qui Parle Valley Strengthening the Family (STF) Team

Re: Lac qui Parle Valley Elementary Child Guide Program

As a member of the Lac qui Parle Valley community and as a concerned adult, you have probably noticed that there are several children and families in our communities who can use extra support from the rest of us who have been blessed with strong families, adequate income, and wonderful friends and neighbors. Sometimes it's difficult to know what we can do to help as an individual. We invite you to give a donation to the Child Guide Program. If you wish, your contribution can be anonymous. You can also designate a specific child or family that you would like to see benefit from the donation. The Child Guide can facilitate using your contribution for specific activities for that child or family.

The primary goal of the Child Guide Program is to target at-risk kids while they are still part of the general population and before their behavior causes them to get into trouble. The Child Guide seeks out children who still demonstrate many characteristics of the general population, but whose profile indicates susceptibility to falling at-risk, because of demographic, socioeconomic status, ethnic background, or transient family crisis. We believe the Child Guide Program has and will continue to provide a great opportunity for developing assets in our young people in our school district communities, so that their quality of life can be significantly improved.

The STF Team has representatives from several agencies, organizations, and communities within the Lac qui Parle Valley School District. Each year the team works to raise about \$18,000 to support the work of the Child Guide. The school district provides in kind support of office space, office supplies and computers along with supervision of the Child Guide, provided by the school district community education director.

If you would like to learn more about the Child Guide's program activities, success stories, and volunteer opportunities, please contact Steve Sterud @ 1-877-889-4153

Thank you for considering this option for supporting the needs of families and children in our school district. Checks can be written to LqPV STF with a note that the contribution is for the Child Guide Program. Donations can be mailed to: LqPV STF, 2860 291st Ave., Madison, MN 56256.

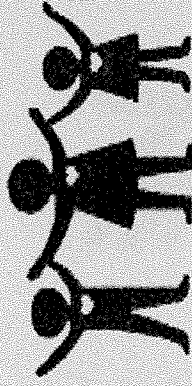
Steven Sterud

Strengthening the Family Team Members

ssterud@lqpv.org

“Assets are 40 key Building blocks that help you grow up healthy. The more assets they have, the more likely they are to succeed.”

-Search Institute-



Assets Build.....

46

- Support
- Empowerment
- Positive Values
- Positive Identity
- Social Competencies
- Commitment to Learning
- Constructive use of time
- Boundaries & Expectations
- Self Esteem
- Caring

Lac qui Parle Valley Area
Strengthening the Family
Team Activities

- ♥ **Asset Builder Teams in Schools**
- ♥ **Child Guide Program**
- ♥ **Co-sponsoring events with other area entities**
- ♥ **Tailgate Feed**
- ♥ **Stampede to Fun!**
- ♥ **Educational Speakers**
- ♥ **Promote 40 Key Assets**
- ♥ **Promotions through Booths and Resource Fairs**

primary beliefs
A Healthy family....

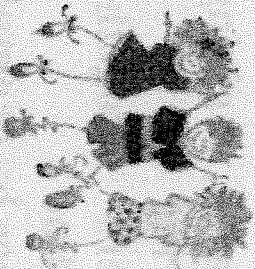
- **Communicates** and respects its members
- **Balances** time for work and play
- **Shares** positive values, morals, and spiritual beliefs
- **Is** one where love is dedicated, giving, and forgiving
- **Gathers** together at mealtime
- **Teaches** by example
- **Has** the support of its community

mission statement

To support and be attentive to the strengths and concerns of families by identifying needs, communicating, cooperating, educating and mentoring to bring about positive change.

STRENGTHENING THE FAMILY TEAM MEMBERS

Whether inside or outside the school, the Child Guide is your link to a variety of experiences.



Steven Sterud
Sheri Hanson
Andrea Young
Heather Piotter
Karin Moen
Gloria Tobias
Kipp Stender
Tom Moe

Jennifer Matthies
Courtney Ulstad
Dan Struxness
Paul Raymo
Heidi Kellen
Val Halvorson
Julie Asfeld
Maureen Heinecke
Greg Schmidt
Rich Isder

Academic Assistance
Community Events
Mentorship
Sports
Volunteer Openings
Art & Music
Opportunities
Before and After
School Programs

Child Guide

MMN Elementary 320-598-7528
Appleton/Milan Elementary 320-289-1114
7-9th Grades Asset Builder Advisor

Heather Piotter, LqPV School Nurse

Sr. High Asset Builder Advisor
hpiotter@lqpv.org
320-752-4808

STF

Strengthening the Family



Lac qui Parle
Valley
School District

CONNECTING CHILDREN
WITH ASSETS
FOR A BETTER FUTURE



Lac qui Parle County
Department of Highways

**422 5th Avenue, Suite 301
Madison, MN 56256**

Email: sam.muntean@lqpc.com

Phone: 320-598-3878

Fax: 320-598-3020

**Samuel A. Muntean PE
Highway Engineer**

October 12, 2017

Val Halvorson, City Manager
City of Madison
404 6th Ave
Madison, MN 56256

Re: Maintenance Agreement

Dear Ms. Halvorson,

In 2008, the County and the City signed a supplemental agreement in which the City would be responsible for the maintenance and snow removal of certain county roadways within the corporate limits. This supplemental agreement should have been reviewed and updated in 2015 however, due to the changeover of Engineers we did not get the review completed until now. Based on this review starting in March of 2018, the County will pay the City of Madison \$4,002.00 versus \$2,668.00.

Please have the City Council approve the new supplemental agreement, sign both copies and return them to our office. We will return your official copy once signed by the County Board Chairperson.

If you have any questions please contact me at (320) 598-3878 anytime.

Sincerely,

Samuel A. Muntean, P.E.
County Highway Engineer

SUPPLEMENTAL AGREEMENT

THIS SUPPLEMENTAL AGREEMENT made and entered into by and between the City of Madison hereinafter referred to as the “Municipality” and the County of Lac qui Parle hereinafter referred to as the “County”.

WHEREAS, Minnesota Statutes, Chapter 162, Section 17, Subdivision 3, that the Municipality may enter into agreement with the County for the maintenance and snow removal of County State Aid Highways and/or County Highways within the corporate limits of the Municipality,

NOW, THEREFORE, IT IS AGREED with regard to said County State Aid Highway and/or County Highways:

That the Municipality shall be responsible for the maintenance and snow removal and the County shall pay the Municipality based on the amount of \$6000.00 per mile by the end of February.

Maintenance shall include sweeping or cleaning debris from the roadway surface, and the placement of pavement markings for parking and crosswalks.

County State Aid Highway 204

Located on Fair Street from Trunk Highway 75 to 6th Avenue, and located on 6th Avenue from Fair Street to 4th Street.

Approximate Length is 0.43 mile

County State Aid Highway 19

Located on 1st Avenue from Trunk Highway 40 to 11th Street.

Approximate Length is 0.79 mile

(Maintenance cost only at 30%, County forces will plow the snow)

The total payment by the County to the Municipality shall be \$4,002.00

This supplemental agreement shall become part of the resolution signed by the City of Madison, dated September 4, 1957, and shall supersede any previous supplemental agreements signed by the County of Lac qui Parle and the City of Madison. This supplemental agreement will be reviewed prior to maintenance year 2022 or if requested by the City of Madison, in writing, prior to the 2022 maintenance year.

APPROVED AND ACCEPTED:

COUNTY OF LAC QUI PARLE

_____, 2017

Chairman of the County Board

ATTEST:

County Auditor

APPROVED AND ACCEPTED:

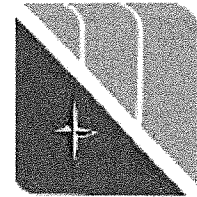
CITY OF MADISON

_____, 2017

Mayor

ATTEST:

City Clerk



Memo

To: Mayor and City Council

From: Kathy Weber, City Clerk

Date: October 18, 2017

Subject: “Live Well” Wellness Program

Attached you will find a Live Well Agreement between the City of Madison and Southwest West Central Services Cooperative. This agreement is required for city employees to once again establish and participate in a wellness program in 2018 for the purpose of promoting physical and mental wellbeing and hopefully reduce healthcare costs.

During 2017, employees were able to take part in a bio-metric screening in January and again in July to identify potential health problems. Mike Deyo, PA, presented at a “Learn over Lunch” session the Wellness Committee planned and discussed bio-metric numbers and where they should be. We also tried “challenges” to encourage drinking more water and tracking daily steps. The program has been well received by the employees and there has been good participation.

For 2018, the Live Well Program is incorporating five elements of wellbeing to include career, social, financial, physical, and community. We will be required to focus our wellness activities in these areas since “wellbeing” is more than just eating healthy and exercise. The Live Well Wellness Program will provide reimbursements for activity dollars in the amount of \$30 per contract and screening dollars in the amount of \$30 per contract based on the number of health insurance contracts the City has. New this year, employees who are on the health plan who participate in a biometric screening and at least two wellness program activities, will receive a \$250 incentive into their health savings account.



LIVE WELL

1420 East College Drive
Marshall, MN 56258
www.swwc.org

Live Well

The vision of Live Well is to assist our groups in establishing and sustaining a wellness program that increases the overall wellbeing of their employees.

The School Pool Advisory Committee and CCOGA Executive Committee provide input and recommendations regarding Live Well to SWWC's Department of Risk Management team.

The day-to-day operations of the Live Well Initiative are facilitated through Kari Bailey (Regional Wellness Specialist).

Local site activities and annual budgets are determined and coordinated by the Site Wellness Coordinator(s), the Site Wellness Committee, and the employees.

Live Well Agreement

I, Kathleen Weber of City of Madison, MN
Wellness Coordinator's Name Employer Group

have read the Live Well information and the Live Well Guidelines as stated in the SWWC Live Well Packet.

I understand that an approved and signed Live Well workplan and budget must be sent to the SWWC office prior to receiving reimbursements for wellness dollars spent by the employer group.

The member agrees to be bound to all terms of this agreement.

Kathleen Weber
Wellness Coordinator

Administrator

Employer

Oct 23, 2017
Date

**CITY OF MADISON MINNESOTA
RESOLUTION NO. 17-37**

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

**RESOLUTION CERTIFYING DELINQUENT UTILITIES
AND MOWING SERVICES AGAINST RESPECTIVE PROPERTIES**

WHEREAS, the City of Madison desires to certify delinquent utilities and mowing services against the respective properties; and

WHEREAS, the City of Madison Code provides that the owner shall be liable for city utility services supplied to their property, whether he or she is occupying the property or not; and

WHEREAS, a notice and an opportunity for a hearing have been provided to affected owners of said property, and all such charges which are unpaid shall be certified to the County Auditor. The amounts so certified shall be extended by the Auditor on the tax rolls against such premises in the same manner as other taxes, payable in one year with no interest; and

WHEREAS, following is the name of the owner, address of property served, and amount to be certified. Any amounts collected prior to November 8, 2017, will be removed and not certified to the Auditor.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA, that the City Clerk is hereby authorized to certify the aforementioned special assessments to the County Auditor.

DELINQUENT UTILITY ACCOUNTS/MOWING SERVICES

<u>Parcel</u>	<u>Name</u>	<u>Property Served</u>	<u>Amount Due</u>
54-0640-040	Aric Berg, Live Madison LLC/ Madison Fieldcrest Estates LLC (#11280009 Ridge McBurney \$245.05) (#11310009 Jesse Kintz \$53.49) (#11330008 Jeaneane Hetrick \$282.24)	207 9 th Avenue	\$580.78
54-0640-030	Aric Berg, Live Madison LLC Madison Fieldcrest Estates LLC (#11420008 Britney Hay \$225.36) (#11440008 Nicole Peterson \$108.30)	213 9 th Avenue	\$333.66
54-0280-000	Onnie Salo (#12420004 Vince Hughes \$67.50) (#12420005 Onnie Salo \$58.66) (Mowing \$721.40)	214 8 th Avenue	\$847.56
54-0052-000	Brandon Bendel (#12670007 Allen Wagner)	715 7 th Avenue	\$435.68
54-0048-000	Brandon Bendel (#12830005 Kevin Stewart)	706 7 th Avenue	\$439.62
54-0063-000	Brandon Bendel (#12860004 Angela Pederson)	621 6 th Avenue W	\$790.75

54-0148-000	Brandon Bendel (#12940002 Benjamin Walker)	622 5 th St W	\$1,212.48
54-0047-000	Jim Rialson (#21460000 Jim Rialson)	531 8 th Street	\$124.95
54-0224-000	George & Linda Shuck (#51430005 George & Linda Shuck)	311 3rd Avenue	\$69.15
54-0088-000	Todd Wilson (#51550005 Todd Wilson \$824.91) (Mowing \$721.40) (Property cleanup, special garbage pickup \$304.09)	622 4 th Avenue	\$1,850.40
54-0088-010	Todd Carlson/Daniel & Kari Lies (#51570000 Todd Carlson \$68.08) (#51570012 Robert Eckberg \$1,343.95)	315 7 th Street	\$1,412.03
54-0410-010	Travis Jarosiewicz (#62090008 Travis Jarosiewicz)	127 Western Avenue	\$123.75
54-0468-000	Mitchell Sprick/Mitchell & Tiffany Rhoades (#62220004 Mitchell Sprick \$781.09) (Mowing \$309.41)	203 5 th St E	\$1,090.50
54-0415-000	Robert Ernest/Debra Frazier (#62540002 Robert Ernest)	217 Central Avenue	\$269.12
54-0141-000	Doris Peterson (Property cleanup, special garbage pickup, mowing)	514 6 th Ave	\$544.70

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. 17-37 was declared duly passed and adopted this 23rd day of October, 2017.

Greg Thole
Mayor

ATTEST: _____
Kathleen Weber
City Clerk

City Ordinance excerpts related to delinquent accounts and certification:

§ 50.07 DELINQUENT ACCOUNTS.

(A) Late charges. Beginning on the subsequent day of the month that the account becomes delinquent, a late charge penalty of 1.5% plus an administrative processing fee in an amount set by Council resolution shall be assessed.

(B) Shut-off for nonpayment. City utility service shall not be shut-off until notice and an opportunity for hearing before the City Council have been provided to the occupant and owner of the premises involved.

(1) If any bill is not paid by the due date listed on the bill, a notice will be mailed by first class mail to the occupant and shall state that if payment is not made by the date specified in the notice, but not less than 10 days of the mailing of the notice, the city utility service to the premises will be shut-off for nonpayment.

(2) The notice shall also state that the occupant or owner has the right to a hearing before the City Council prior to utility service being shut off. The owner or occupant may be represented in person or by counsel or any other person of his or her choosing. The owner or occupant must request a hearing in writing to the City Clerk's office.

(3) If the past due amount is not paid within 72 hours of proposed disconnect, a subsequent notice will be sent to the owner of the premises indicating that utility service at their property will be disconnected if payment is not received.

(4) If an occupant or owner requests a hearing, the city utilities shall not be shut off until the hearing process is complete.

(5) If a customer fails to pay and fails to appear at the hearing, service will be shut off at the time specified in the notice.

(6) Before service will be restored, the account must be paid in full along with disconnect and reconnect fees. A security deposit may also be required.

(7) Shut-off procedures will be adjusted as needed to comply with state statutes as they relate to cold weather rules.
(Ord. 311, passed 6-28-2004)

§ 50.10 CERTIFICATION FOR COLLECTION WITH TAXES.

Unpaid charges on city utility accounts shall not be certified to the County Auditor until a notice and an opportunity for a hearing have been provided to the owner of the premises involved. The notice shall be sent by first class mail and shall state that if payment is not made before the date for certification, the entire amount unpaid plus penalties will be certified to the County Auditor for collection as other taxes are collected. The notice shall also state that the owner or occupant may, before the certification date, request a hearing on the matter to object to certification of unpaid utility charges.
(Ord. 311, passed 6-28-2004)

MN Cold Weather Rule allows utility customers to apply for Cold Weather Protection and establish a payment plan based on their gross household income. Large balances can sometimes accrue during that time between October 15th and April 15th of each year.

**Sample of monthly notice to property owner
of tenants' possible disconnection:**

NOTICE TO PROPERTY OWNER

As provided by City Ordinance No. 311, Section 50.04, the property owner shall be liable for utility service to his property, whether he is occupying the property or not, and any charges unpaid shall become a lien upon the property.

Enclosed please find a copy of correspondence sent to a tenant of yours in regard to possible disconnection of utility service due to non-payment. As property owner, you have the right to a hearing before the City Council prior to utility service being shut off. A written request for a hearing must be received at the City Clerk's Office prior to the date indicated in the tenants' correspondence.

Should you have any questions in regard to this matter, please contact the City Hall Business Office at (320) 598-7373.

**Sample of notice sent to property owner
if tenant has moved and left a balance:**

NOTICE TO PROPERTY OWNER

As provided by City Ordinance No. 311, Section 50.04, the property owner shall be liable for utility service to his property, whether he is occupying the property or not, and any charges unpaid shall become a lien upon the property. Please note that in November of each year, the City certifies unpaid utility bills to the tax rolls for payment along with property taxes.

Enclosed please find information in regard to a tenant who has a past due balance that has not yet been paid. A monthly penalty and administrative processing fee will continue to accrue on the 16th day of each month that the bill remains unpaid.

As property owner, you do have the option to pay the unpaid balance in order to avoid further penalties and/or certification to the tax rolls.

Please direct any questions to the City Hall Business Office at (320) 598-7373.

CITY OF MADISON
COUNTY OF LAC QUI PARLE
STATE OF MINNESOTA

NOTICE OF PUBLIC HEARING

Special Assessment for Delinquent Public Utilities
of Electric, Water, Sanitary Sewer, Storm Sewer,
Sanitation, Weed Eradication (Mowing), and Other City Services

NOTICE IS HEREBY GIVEN that the City Council of the City of Madison, Lac qui Parle County, Minnesota will hold a public hearing on Monday, October 23, 2017, at approximately 6:00 p.m. at the Madison Municipal Building (City Hall) Auditorium in the City of Madison, Minnesota relating to the proposed Special Assessments for Delinquent Public Utilities of Electric, Water, Sanitary Sewer, Storm Sewer, Sanitation; Weed Eradication (mowing); and Other City Services pursuant to the Madison City Charter. Copies of the special assessments will be made available at the public hearing.

All interested persons may appear at the hearing and present their view orally or in writing.

Dated: September 25, 2017.

BY ORDER OF THE CITY COUNCIL,

Kathleen Weber, City Clerk

Published in The Western Guard and Mailed to Property Owners

REMINDER!

**Please register to attend one of our AREA MEETINGS.
Registration is due Monday, Oct. 16.**

Alexandria Area Meeting

Thursday, Oct. 26 | 9 am
The Broadway Ballroom
115 30th Avenue E
Alexandria, Minn.

Lakota Area Meeting

Friday, Oct. 27 | 9 am
Lakota Community Center
404 Highway 2 W
Lakota, N.D.

Orange City Area Meeting

Thursday, Nov. 2 | 9 am
Prairie Winds Event Center
908 8th Street SE
Orange City, Iowa

Sioux Falls Area Meeting

Friday, Nov. 3 | 9 am
MRES Office
3724 W Avera Drive
Sioux Falls, S.D.



AREA MEETING registration form

www.mrenergy.com/events

Visit our website to learn more about the Area Meetings. Lunch will be provided at each of the Area Meetings. Please register by Monday, Oct. 16, so that adequate arrangements can be finalized.

Which meeting do you plan to attend?

☐ **Alexandria, Minn.** | Thursday, Oct. 26

☐ **Lakota, N.D.** | Friday, Oct. 27

☐ **Orange City, Iowa** | Thursday, Nov. 2

☐ **Sioux Falls, S.D.** | Friday, Nov. 3

Utility Name: _____

Attendee Names:

1. _____
2. _____
3. _____
4. _____
5. _____

Please register online, or return the completed REGISTRATION FORM via mail or email:



MAIL: Missouri River Energy Services
Attn.: Lisa Korthals
PO Box 88920
Sioux Falls, SD 57109-8920



ONLINE: www.mrenergy.com/events



EMAIL: lisa.korthals@mrenergy.com



2017 Area Meeting Agenda

9:00 am – Tom Heller – Chief Executive Officer

- Welcome and introductions
- Legislative and Regulatory Issues
- MRES Strategic Planning Initiatives

9:30 am – Ray Wahle – Director, Power Supply and Operations

- Pierre Solar Project Update
- Balancing Loads in Two Markets
- Transmission Update – FERC 496 Filing
- Red Rock Hydroelectric Project Update

10:30 am – Break

10:45 am – Merlin Sawyer – Director, Finance and Chief Financial Officer

- 2018 Budgets
- Rates for 2018
- Post 2018 Rate Projections
- Financing for 2018

11:30 am – Joni Livingston – Director, Member Services and Communications

- Keeping Up with New Technology
- Managing in a Low Load Growth Environment
- Communicating the Value of Public Power
- Community Solar Planning Assistance
- MRES Mentorship Program

12:15 pm – Heller

- Closing Remarks

12:30 pm – Lunch

Hello Again!~from the Line Department

by Don (Boomer) Fernholz

It seems like it was just spring and we were getting going with line rebuilding and here it is November already! Our summer projects went well. We ran 3-phase underground wire into larger facilities in town and also converted 12 more houses with easement issues from overhead wire to underground.

We would like you to look at the chart below. It shows the sources of your electricity! Notice how "green" our power supply is due to our large WAPA allocation, which is hydropower.

This fall we will be replacing the 500 watt quartz bulbs at the Ice Rink with 76 watt LED flood lights for brighter, less expensive lighting for the skaters! Check them out to see if they would work for security lighting around your property. Thank You!

ICE RINK HOURS:

M-F 3:30-6:00 P.M. & 7-9 P.M. | S-S 1-6 P.M. & 7-9 P.M.

Madison's Power Supply Mix

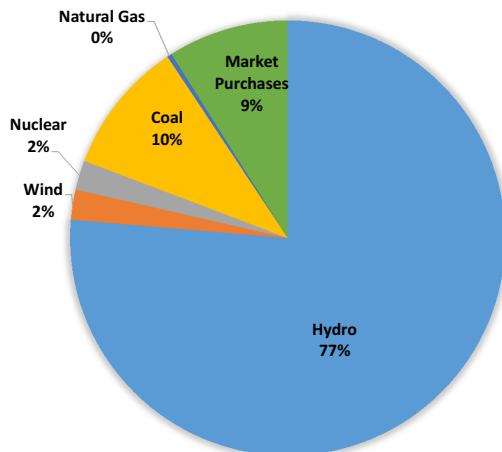
This diverse mix of power supply resources results in reliable, affordable, and environmentally friendly electric service for Madison's citizens and businesses. Renewable resources continue to be added to the mix. A small solar project was added in 2016 and a new hydroelectric project is under construction.

HYDROPOWER - our most reliable renewable resource.

WIND POWER - available about 35% of the time.

SOLAR POWER - available about 20% of the time.

2016 RESOURCE MIX FOR MADISON



Reminder: If you have purchased your own outdoor water meter, bring it indoors before it freezes!

The Scoop

by Dennis Vonderharr, WWTP Operator

Greetings from the Waste Water Treatment Plant operations! I am happy to report your upgraded plant system is working well. The minor glitches have all been corrected. Thanks to all who were able to attend our WWTP Open House and tour our facility this summer.

We also performed routine maintenance to the system this summer and fall by sewer jetting and smoke testing.

Also, the nice weather is changing to more frigid temperatures. So, those of you with sump pump permits can switch to your permitted indoor pump routes on November 16.

If you have any concerns or questions for me please contact City Hall and they will transfer you to my department. Thanks!

Liquor Store News

by Dale Hiepler

As we enter the fall and winter seasons, the buying habits of our customers will change along with the weather. We will see more wine and dark spirits being sold now that fall is here.

One of the most popular wines is Moscato, a dessert wine. Moscato can be enjoyed before or after a meal. Riesling is also very popular during the holiday season and can be paired very nicely with many of the dishes we serve for Thanksgiving and Christmas.

We also see changes in the beer category. Gone are the seasonal brews like Summer Shandy. Now we will see the arrival of Oktoberfest and other heavier bodied brews.

Bring on the Holidays!

Stay warm and cozy.

Choose a furnace or air handler with an electronically controlled motor (ECM) for increased comfort and energy savings.

\$150
Cash Rebate*



www.brightenergysolutions.com

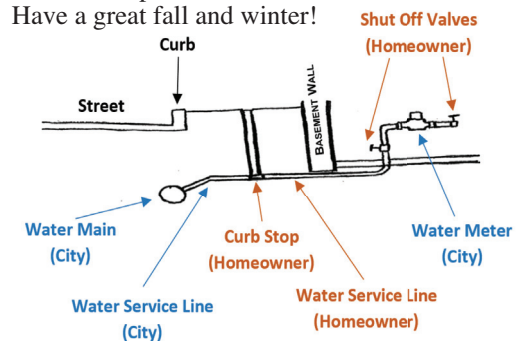
Hello! From your Water Department

by Dean Broin

One of the most common misconceptions regarding water infrastructure is that when there is a problem, it is the City's responsibility to fix it. Actually, the homeowners in Madison are responsible to take care of certain repairs needed. Homeowner responsible repairs include the curb stop out to the boulevard, the pipe going into the residence, and the valves before and after the water meter. The City of Madison owns the water meter. So, if there is a problem with the meter, we will repair or replace it at no charge to the homeowner.

Below is a typical water service from the water main going into a home. I hope this helps anyone who isn't sure who is responsible for what.

Have a great fall and winter!



The best way to stay informed is to attend a City Council meeting.

Madison is very fortunate to have committed council members and employees.

City Council meets every 2nd & 4th Monday at 5 p.m.
You are invited to attend!

Business Office Buzz!

By Cheri Tuckett, Deputy City Clerk

Have you considered purchasing a Memorial Bench in memory of or in honor of someone that's special to you? The benches can be engraved and you also get to choose where you would like it placed in Madison.

We have already placed 10 benches around town! Such a neat project! If you would like more info, please contact me at City Hall.



From the Streets and Parks

by Allan Thompson

Throughout the summer, I hope you noticed the four beautiful flowerpots that were set on Main Street sidewalks and the four gorgeous hanging baskets that were on the light poles. As part of Madison's Main Street Beautification Project, we hope to keep adding more hanging flower baskets to the light poles. In order to keep these plants alive, we had to develop an easy and efficient way to water them. We put a water tank in the back of a City truck, adapted a 12-volt pump to connect to the truck's battery, and then added a watering wand to the pump.

Early this fall, all City streets and parking lots were seal coated. This helps protect streets and adds to their lifespan.

New this winter, we are purchasing a truck/snowplow from the Lac qui Parle Airport.

When winter does arrive, remember to remove all vehicles from streets after each snowfall to allow us to clean the streets properly.

Also, be a good neighbor and consider lending a helping hand (or shovel) this snow season to keep our sidewalks safe and passable this winter.

Congratulations on retirement to Gene Koosmann

for 17 years of service with the City of Madison.

Manager Minutes

By Val Halvorson

The "Art of Neighboring".

It is not always easy living in close proximity to others. It can be frustrating when neighborhood kids come home late and slam doors, lawns are not kept as neat as yours, or dogs run on your property. We can all understand these frustrations.

Here is my challenge to you: If you would like something different from those who live around you "talk to your neighbor." Find common ground by having a face-to-face. Behind every front door there is a story and by taking the time to engage your neighbor you may better understand their perspective.

Be proactive and take the first step and engage your neighbors. It can begin with a positive mindset, a smile or wave. You can make a difference in your community by being a good neighbor.

Keep your Pets off the "Madison's Most Wanted" List!

Did you know that the City of Madison does issue numbered tags for your pets at no cost to you. This way, we can contact you if your pet is found! **Stop by City Hall and Get a Dog Tag!**

Dates to Remember

Nov. 5.....	Daylight Savings Time Ends
Nov. 10.....	City Hall Closed for Veteran's Day
Nov. 11.....	Veteran's Day - Thank a Veteran for their service to our country!
Nov. 9-11.....	Norsefest
Nov. 10.....	Lutefisk Supper, Lutefisk Eating Contest & Variety Show at the Prairie Arts Center
Nov. 11.....	Norsefest Craft Fair & Scandinavian Arts Fair
Nov. 23-24.....	City Hall Closed. Happy Thanksgiving!
Nov. 30, Dec. 1, 2 & 3.....	Prairie Arts Center Performance A Christmas in the Country
Dec. 2, 9, 16 & 23.....	Free Matinee at The Grand Theater & Santaland at Heather Nursery
Dec. 10.....	Christmas Parade on Main Street at 5 P.M.
Dec. 25.....	City Hall Closed. Merry Christmas!
Jan. 1, 2018.....	City Hall Closed. Happy New Year!
Jan. 11 & 12.....	Agricultural Summit Conference at the Madison Armory
Jan. 15.....	City Hall Closed for Martin Luther King Day
Feb. 14.....	Happy Valentine's Day!
Feb. 19.....	City Hall Closed for Presidents' Day
March 17.....	St. Patrick's Day
April 1.....	Easter

Thank you to all who attended our 2017 City Appreciation & Education Event!

Thanks also to all who made this event a huge success. It was a great turn out with over 500 people served and many compliments given to all city workers, council members, vendors, and volunteers.



Need Stocking Stuffer Ideas?

- 💡 Buy a Season Pass to Madison Swimming Pool
- 💡 Give a Liquor Store Gift Certificate
- 💡 2 Free LED 9 watt light bulbs

As part of the City of Madison's energy conservation program, each residential utility customer is eligible for 2 free LED 9 watt light bulbs per household.

So, during the month of December stop by City Hall to receive your light bulbs!!

Layout by the 62nd Eastern Guard



Madison Matters Fall 2017

City of Madison

404 Sixth Avenue, Madison, MN 56256

Phone (320) 598-7373

Watch for more city news to come
on our website:

www.ci.madison.mn.us



Like us on Facebook!

Fun Facts:

TOTAL RAINFALL

Dec. 26, 2016 - Sept. 30, 2017: 23.13 inches.

Lowest Month: July at .75 in.

Highest Month: August at 7.8 in.

Why Adopt the State Building Code?

The entire month of October is designated Fire Prevention Month. Fire Prevention Month is rooted in the Great Chicago Fire of 1871 that killed more than 250 people. That tragic event raised awareness of the dangers of fire from that point on in history.

Fast forward 144 years: In 2015 alone, two commercial buildings in Minnesota made the news due to their collapse. The roof collapsed at the Thumper Pond Resort, which was a 10-year-old waterpark at Ottertail, MN. The collapse took place after closing time, so fortunately there were no injuries. The contrast was the ceiling collapse at the Minneapolis night club, First Avenue, in which four concertgoers were injured.

There is a general expectation when you visit a public place that the building is safe and occupants are free from danger. Even though the building code applies all across the state, there is no building safety enforcement in much of the State. According to Scott McLellan of the Minnesota Department of Labor and Industry, "Enforcement of the State Building Code would assure structural stability and building safety."

In the US, regulation of building construction is essentially a natural consequence arising from the experience of many years of tragedy brought about by fire, collapse, panic and the inadequacy of materials and construction methods.

Generally, building codes have been based on accepted good standards of construction and contain provisions that are reasonable, practical and necessary to provide for a minimum degree of health and safety. With this in mind, Minnesota created the Construction Codes and Licensing Division (CCLD) and charged them with the task of developing and administering a State Building Code (SBC). The charge also included a prerequisite for adopting a nationally recognized model building code that would provide for consistent and uniform application of construction standards for use throughout the state.

Whereas, the state requires inspections of certain state-licensed and public buildings, including hospitals, nursing homes and correctional facilities, those categories don't cover lodging and other businesses open to the public in outstate Minnesota. While licensed contractors are required to abide by the State Building Code to construct a commercial or lodging facility in a remote area, typically no building official is designated in those jurisdictions to ensure inspections take place.

Are you considering adoption of the Minnesota State Building Code? Go to: http://www.dli.mn.gov/cclld/pdf/bc_pr_code_adoption_guide_1_06update.pdf to learn more about the history of the code, its purpose, the code adoption process, code applications, how to cover your costs, appropriate staffing and related statutory requirements.

If you would like a private meeting or a formal presentation on adopting the State Building Code, suited for staff and/or elected officials, please feel free to contact MNSPECT, LLC to schedule a time. Contact me, Kandis Hanson, Relationship Manager, at 952-442-7520 or kandis@mnspect.com.

MNSPECT, LLC is an independent building inspections firm providing Designated Building Official services and back up services for plan review and inspections to Minnesota cities, townships and counties.



MNSPECT^{LLC}

HELPING YOU COMPLY WITH THE CODE

235 First Street West • Waconia, MN 55387-1302

BENEFITS OF ADOPTING THE BUILDING CODE

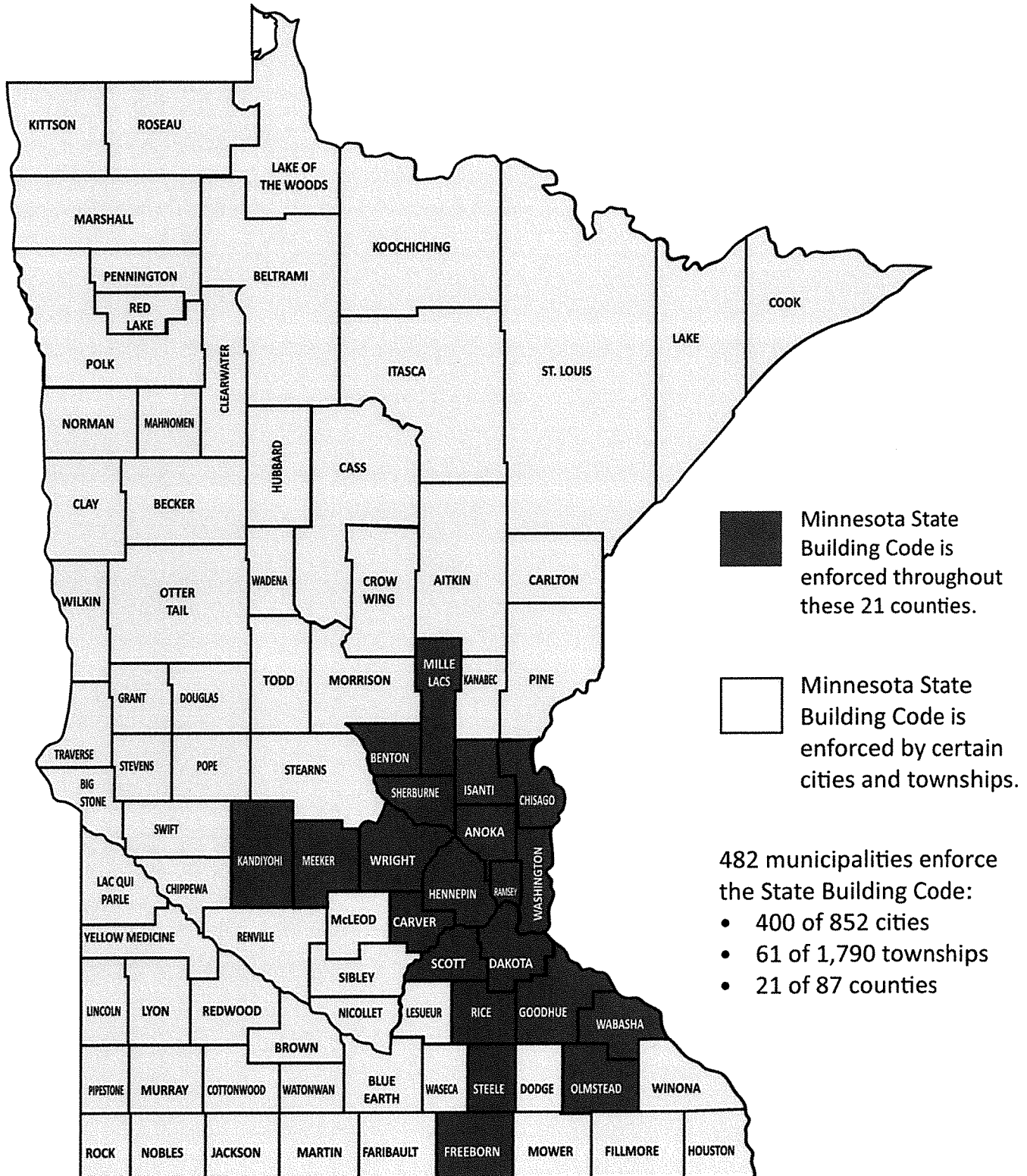
Proper administration and enforcement of the State Building Code positively affects the overall “quality” of a community in the following ways:

- ✓ Provides consistent construction standards throughout the municipality, ensuring safe community buildings.
- ✓ Captures the increases in value of improved structures, resulting in increased revenue to the municipality budget.
- ✓ Functions as a “fee for service,” thereby eliminating any general fund obligation to pay for the service.
- ✓ Provides FEMA reconstruction standards in case of a disaster versus the “replacement only” criteria that would otherwise be applied.
- ✓ Provides the National Insurance Services Organization (ISO) an additional form of justification to consider reduced property insurance rates within the municipality.
- ✓ Code administration services provided at the local level better provides the best possible product and customer service.
- ✓ Sound construction practices provide assurances to banks and mortgage companies, thereby improving the “value” of their investment/risk.
- ✓ Provides construction standards and services that are consistent for state and federal partnerships involving local grants and loans.

Through the adoption of the State Building Code, a building department is established for one primary purpose—to serve the public by insuring that the safety required by the various codes and rules become an accomplished fact.

~~Allow MNSPECT to serve as your Building Department~~

Minnesota State Building Code Enforcement Areas



SCHEDULED CLAIMS LIST

UP CK # 55401-55427

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				BANK 1 - KLEIN/UNITED PRAIRIE			
				27 AFLAC			
101317	1	10/13/17	10/13/17	ADMIN-AFLAC INS PREM-OCT	346.32	101 101-41320-131	1
	2			WT-AFLAC INS PREM-OCT'17	24.31	601 601-49400-131	1
	3			LIQ-AFLAC INS PREM-OCT'1	418.47	609 609-49750-131	1
				INVOICE TOTAL	789.10		
				VENDOR TOTAL	789.10		
				38 ALEX AIR APPARATUS INC			
33496	1	10/13/17	10/13/17	FIRE-AIR QUALITY TEST	589.00	101 101-42200-219	1
				INVOICE TOTAL	589.00		
				VENDOR TOTAL	589.00		
				75 AMERICAN WELDING & GAS			
04942132	1	10/13/17	10/13/17	FIRE-EQUIPMENT PARTS	44.50	101 101-42200-221	1
				INVOICE TOTAL	44.50		
				VENDOR TOTAL	44.50		
				87 AMUNDSON PETERSON INC			
101317	1	10/13/17	10/13/17	FIRE-FINANCE CHARGE	1.00	101 101-42200-221	1
				INVOICE TOTAL	1.00		
578351	1	10/13/17	10/13/17	FIRE-RETURN FREIGHT EXPE	7.00	101 101-42200-240	1
				INVOICE TOTAL	7.00		
				VENDOR TOTAL	8.00		
				2901 BENNETT OFFICE TECHNOLOGI			
264908	1	10/13/17	10/13/17	ADMIN-COPIER MAINT 9/17	260.52	101 101-41320-404	1
				INVOICE TOTAL	260.52		
				VENDOR TOTAL	260.52		
				293 BOUND TREE MEDICAL LLC			
101317	1	10/13/17	10/13/17	AMB-AMBULANCE SUPPLIES	141.43	201 201-44100-217	1
				INVOICE TOTAL	141.43		
				VENDOR TOTAL	141.43		
				320 BREHMER MOTOR SUPPLY			
101317	1	10/13/17	10/13/17	FIRE-GATOR FOAM	18.16	101 101-42200-221	1
				INVOICE TOTAL	18.16		
				VENDOR TOTAL	18.16		
				480 CHAMBER OF COMMERCE			
101317	1	10/13/17	10/13/17	EDA-MARKETING SERVICES	10,000.00	211 211-46500-488	1
				INVOICE TOTAL	10,000.00		
				VENDOR TOTAL	10,000.00		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
101317	1	10/13/17	10/13/17	510 CITY OF MADISON BLOCK 48-UTIL 9/17	10.66 10.66	101	101-49250-380	1
				INVOICE TOTAL	10.66			
				VENDOR TOTAL	10.66			
3248138	1	10/13/17	10/13/17	644 DANA COLE & COMPANY FIRE-PREP SCHEDULE I-II	210.00 210.00	101	101-42200-301	1
				INVOICE TOTAL	210.00			
				VENDOR TOTAL	210.00			
101317	1	10/13/17	10/13/17	775 FERNHOLZ DONALD ELEC-TRAPS	85.48 85.48	604	604-49570-240	1
				INVOICE TOTAL	85.48			
				VENDOR TOTAL	85.48			
091317	1	10/13/17	10/13/17	3036 LQP BROADCASTING CO. ELEC-UTIL ADS 9/17	60.65 60.65	604	604-49590-410	1
				INVOICE TOTAL	60.65			
				VENDOR TOTAL	60.65			
101317	1	10/13/17	10/13/17	1326 LQP CO-OP OIL AMB-FUEL EXPENSE	210.44 210.44	201	201-44100-212	1
				INVOICE TOTAL	210.44			
101317A	1	10/13/17	10/13/17	FIRE-FUEL EXPENSE	47.18	101	101-42200-212	1
				INVOICE TOTAL	47.18			
101317B	1	10/13/17	10/13/17	SEW-FUEL EXPENSE	151.00	602	602-49450-212	1
	2			WT-FUEL EXPENSE	33.00	601	601-49400-212	1
	3			PARKS-FUEL EXPENSE	296.23	101	101-45200-212	1
	4			PARKS-FUEL EXPENSE	53.00	101	101-45200-212	1
	5			STR-FUEL EXPENSE	47.00	101	101-43100-212	1
	6			STR-FUEL EXPENSE	51.00	101	101-43100-212	1
	7			ELEC-FUEL EXPENSE	196.56	604	604-49570-212	1
				INVOICE TOTAL	827.79			
101317a	1	10/13/17	10/13/17	FIRE-FUEL EXPENSE	199.47	101	101-42200-212	2
				INVOICE TOTAL	199.47			
				VENDOR TOTAL	1,284.88			
101317A	1	10/13/17	10/13/17	1340 LQP COUNTY TREASURER EDA-BLOCK 48-SECOND 1/2	265.00 265.00	211	211-46500-437	1
				INVOICE TOTAL	265.00			
101317B	1	10/13/17	10/13/17	EDA-BLOCK 48-SECOND 1/2	257.00	211	211-46500-437	1
				INVOICE TOTAL	257.00			
101317C	1	10/13/17	10/13/17	EDA-BLOCK 48-SECOND 1/2	212.00	211	211-46500-437	1
				INVOICE TOTAL	212.00			

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
VENDOR TOTAL					734.00				
101317	1	10/13/17	10/13/17	3320 MADISON HEALTHCARE SERVICES AMB-SKIN TEST-J OSTERAAS	24.00	201		201-44100-190	1
INVOICE TOTAL					24.00				
VENDOR TOTAL					24.00				
101317	1	10/13/17	10/13/17	1621 MADISON NATIONAL LIFE INS ADMIN-LIFE INS PREM-NOV'	20.20	101		101-41320-131	1
	2			STR-LIFE INS PREM-NOV'17	10.10	101		101-43100-131	1
	3			ELEC-LIFE INS PREM-NOV'1	10.10	604		604-49570-131	1
	4			WT-LIFE INS PREM-NOV'17	7.58	601		601-49400-131	1
	5			SEW-LIFE INS PREM-NOV'17	7.57	602		602-49450-131	1
	6			LIQ-LIFE INS PREM-NOV'17	6.11	609		609-49750-131	1
INVOICE TOTAL					61.66				
VENDOR TOTAL					61.66				
091317	1	10/13/17	10/13/17	1706 MEDIACOM ADMIN-DIGITAL ADAPTER	8.92	101		101-41320-321	1
INVOICE TOTAL					8.92				
101317	1	10/13/17	10/13/17	FIRE-CABLE BOX	13.44	101		101-42200-219	1
INVOICE TOTAL					13.44				
VENDOR TOTAL					22.36				
722850	1	10/13/17	10/13/17	1927 MINNESOTA ELEVATOR CTY HALL-ELEVATOR CHECK	223.95	101		101-41940-404	1
INVOICE TOTAL					223.95				
VENDOR TOTAL					223.95				
49789	1	10/13/17	10/13/17	1900 MN MUNICIPAL UTIL. ASSN. STR-SAFETY MANAGEMENT PR	2,457.14	101		101-43100-180	1
	2			WT-SAFETY MANAGEMENT PRO	1,842.86	601		601-49400-180	1
	3			SEW-SAFETY MANAGEMENT PR	1,842.86	602		602-49450-180	1
	4			ELE-SAFETY MANAGEMENT PR	2,457.14	604		604-49570-180	1
	5			ELEC-SAFETY MANAGEMENT P	1,200.00	604		604-49570-180	1
INVOICE TOTAL					9,800.00				
VENDOR TOTAL					9,800.00				
00212842	1	10/13/17	10/13/17	1918 MN WEST - CANBY FIRE-TRAINING	1,050.00	101		101-42200-180	1
INVOICE TOTAL					1,050.00				
VENDOR TOTAL					1,050.00				
9024677	1	10/13/17	10/13/17	2286 POWER SYSTEM ENGINEERING ELEC-ENGINEERING FEES	205.00	604		604-49590-303	1
INVOICE TOTAL					205.00				

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				VENDOR TOTAL	205.00			
				2455 SELECT ACCOUNT				
101317	1	10/13/17	10/13/17	ADMIN-HEALTH SAV OCT-DEC	12.72	101	101-41320-131	1
	2			WT-HEALTH SAV OCT-DEC	77.07	601	601-49400-131	1
				INVOICE TOTAL	89.79			
				VENDOR TOTAL	89.79			
				3048 SPEE-DEE DELIVERY SERVICE				
3382028	1	10/13/17	10/13/17	WT-REGULAR SHIPPING	9.28	601	601-49400-409	1
	2			SEW-REGULAR SHIPPING	101.82	602	602-49450-409	1
				INVOICE TOTAL	111.10			
				VENDOR TOTAL	111.10			
				2619 SW/WC SERVICE COOPERATIVE				
101317	1	10/13/17	10/13/17	ADMIN-BCBS INS NOV'17	999.00	1150	101-20650	1
	2			ELEC-BCBS INS NOV'17	640.00	6250	602-20650	1
	3			WT-BCBS INS NOV'17	160.00	6150	601-20650	1
	4			SEW-BCBS INS NOV'17	199.00	6250	602-20650	1
	5			ADMIN-BCBS INS NOV'17	1,700.00	101	101-41320-131	1
	6			STR-BCBS INS NOV'17	1,150.00	101	101-43100-131	1
	7			ELEC-BCBS INS NOV'17	1,200.00	604	604-49570-131	1
	8			WT-BCBS INS NOV'17	800.00	601	601-49400-131	1
	9			SEW-BCBS INS NOV'17	850.00	602	602-49450-131	1
				INVOICE TOTAL	7,698.00			
				VENDOR TOTAL	7,698.00			
				2670 GREG THOLE ELECTRIC, INC				
2980	1	10/13/17	10/13/17	SEW-FRESH AIR INTAKE CON	158.18	602	602-49450-401	1
				INVOICE TOTAL	158.18			
				VENDOR TOTAL	158.18			
				2830 VERIZON WIRELESS				
101317	1	10/13/17	10/13/17	ELEC-CELLPHONE 9/17	70.28	604	604-49570-321	1
	2			SEW-CELLPHONE 9/17	43.56	602	602-49450-321	1
	3			WT-CELLPHONE 9/17	43.56	601	601-49400-321	1
	4			STR-CELLPHONE 9/17	62.78	101	101-43100-321	1
	5			AMB-CELLPHONE 9/17	22.82	201	201-44100-321	1
				INVOICE TOTAL	243.00			
				VENDOR TOTAL	243.00			
				BANK 1 - KLEIN/UNITED PR TOTAL	33,923.42			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	.00			
				TOTAL PURCH CARDS	.00			
				TOTAL ACH PAYMENTS	.00			

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
TOTAL OPEN PAYMENTS					33,923.42		
GRAND TOTALS					33,923.42		

SCHEDULED CLAIMS LIST

UP CK # 55428 - 55446

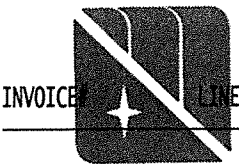
INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE								
100 A-OX WELDING SUPPLY COMPA								
00188440	1	10/16/17	10/16/17	AMB-MEDICAL CYL	53.10	201	201-44100-217	1
				INVOICE TOTAL	53.10			
				VENDOR TOTAL	53.10			
3247 AM CONSERVATION GROUP INC								
0239339-IN	1	10/16/17	10/16/17	ELEC-1600 LED BULBS	2,644.74	604	604-49590-410	1
				INVOICE TOTAL	2,644.74			
				VENDOR TOTAL	2,644.74			
320 BREHMER MOTOR SUPPLY								
101617	1	10/16/17	10/16/17	ELEC-MOSQUITO REPELLANT	14.98	604	604-49570-215	1
	2			ELEC-SAKRETE	15.98	604	604-49570-223	1
	3			ELEC-SAKRETE	15.98	604	604-49570-223	1
	4			ELEC-SMOKE DETECTOR	8.99	604	604-49570-240	1
	5			PARKS-PIK STICK	24.99	101	101-45200-406	1
	6			AMB-SILICONE SPRAY	5.79	201	201-44100-401	1
	7			AMB-VELCRO/PAPER TOWELS	21.97	201	201-44100-210	1
				INVOICE TOTAL	108.68			
				VENDOR TOTAL	108.68			
510 CITY OF MADISON								
101617	1	10/16/17	10/16/17	UTIL DEP/INT REF-J KNITZ	150.00	604	604-22000	1
	2			UTIL DEP/INT REF-J KNITZ	.52	604	604-49590-602	1
				INVOICE TOTAL	150.52			
				VENDOR TOTAL	150.52			
3331 EHLERS & ASSOCIATES, INC								
74730	1	10/16/17	10/16/17	UNALL-FINANCIAL MGMT PLA	7,182.50	101	101-49250-409	1
				INVOICE TOTAL	7,182.50			
				VENDOR TOTAL	7,182.50			
766 FARMERS MUTUAL TELEPHONE								
101617	1	10/16/17	10/16/17	ADMIN-INTERNET 10/17	109.95	101	101-41320-321	1
	2			FIRE-INTERNET 10/17	71.95	101	101-42200-321	1
	3			GRAND-INTERNET 10/17	71.95	101	101-45181-321	1
	4			AMB-INTERNET 10/17	71.95	201	201-44100-321	1
	5			WT-INTERNET 10/17	71.95	601	601-49400-321	1
	6			SEW-INTERNET 10/17	71.95	602	602-49450-321	1
	7			ELEC-INTERNET 10/17	71.95	604	604-49570-321	1
	8			LIQ-INTERNET 10/17	71.95	609	609-49750-321	1
	9			ADMIN-INTERNET 10/17	15.00	101	101-41320-321	1
	10			GRAND-INTERNET 10/17	15.00	101	101-45181-321	1
				INVOICE TOTAL	643.60			
				VENDOR TOTAL	643.60			
810 G & K SERVICES								

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
810 G & K SERVICES									
101617	1	10/16/17	10/16/17	SEW-SHOP TOWELS/MAT	9.37	602		602-49450-219	1
	2			STR-SHOP TOWELS/MAT	100.00	101		101-43100-209	1
	3			SEW-SHOP TOWELS/MAT	9.37	602		602-49450-219	1
	4			STR-SHOP TOWELS/MAT	100.00	101		101-43100-209	1
				INVOICE TOTAL	218.74				
				VENDOR TOTAL	218.74				
2112 GOPHER STATE ONE CALL									
7090536	1	10/16/17	10/16/17	WT-DIGGING CALLS	5.40	601		601-49400-409	1
	2			SEW-DIGGING CALLS	5.40	602		602-49450-409	1
	3			ELEC-DIGGING CALLS	5.40	604		604-49570-409	1
				INVOICE TOTAL	16.20				
				VENDOR TOTAL	16.20				
3244 VAL HALVORSON									
101617	1	10/16/17	10/16/17	ADMIN-CELL PHONE REIMB-V	75.94	101		101-41320-321	1
				INVOICE TOTAL	75.94				
				VENDOR TOTAL	75.94				
1044 HOFFMAN FILTER SERVICE LL									
78376	1	10/16/17	10/16/17	STR-DISPOSAL EXPENSE	55.00	101		101-43100-384	1
				INVOICE TOTAL	55.00				
				VENDOR TOTAL	55.00				
1480 LOCATORS & SUPPLIES									
0260595-IN	1	10/16/17	10/16/17	ELEC-SAFETY EQUIPMENT	468.67	604		604-49570-193	1
				INVOICE TOTAL	468.67				
				VENDOR TOTAL	468.67				
1340 LQP COUNTY TREASURER									
101617	1	10/16/17	10/16/17	EDA-BLOCK 48-2ND 1/2 PRO	265.00	211		211-46500-437	1
	2			EDA-BLOCK 48-2ND 1/2 PRO	212.00	211		211-46500-437	1
				INVOICE TOTAL	477.00				
				VENDOR TOTAL	477.00				
1520 LUND IMPLEMENT CO.									
101617	1	10/16/17	10/16/17	ELEC-SHARPEN CHAINS	42.54	604		604-49570-404	1
	2			STR-OIL FILTERS	111.95	101		101-43100-221	1
	3			ELEC-ADJUSTED CARB CHAIN	10.00	604		604-49570-404	1
				INVOICE TOTAL	164.49				
				VENDOR TOTAL	164.49				
3340 MADISON AUTO PARTS									
101617	1	10/16/17	10/16/17	ELEC-LOCK BACK KNIFE	11.29	604		604-49570-240	1
	2			SEW-OIL	3.79	602		602-49450-212	1
	3			WT-BATTERY	3.29	601		601-49400-216	1

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	4			WT-FLASHLIGHT	25.15	601 601-49430-227	1
				INVOICE TOTAL	43.52		
				VENDOR TOTAL	43.52		
101617	1	10/16/17	10/16/17	3435 MAXFIELD RESEARCH & CONSULTING EDA-CHILDCARE STUDY INIT	3,500.00	211 211-46500-409	1
				INVOICE TOTAL	3,500.00		
				VENDOR TOTAL	3,500.00		
101617	1	10/16/17	10/16/17	1706 MEDIACOM FIRE-CABLE BOX	10.08	101 101-42200-321	1
				INVOICE TOTAL	10.08		
				VENDOR TOTAL	10.08		
101617	1	10/16/17	10/16/17	1541 MVTI LABORATORIES INC WT-REGULAR TESTING (8865)	21.50	601 601-49400-409	1
	2			SEW-REGULAR TESTING(8850)	125.60	602 602-49450-409	1
	3			CRDT-WT-REG TESTING (868)	47.45	601 601-49400-409	1
	4			SEW-REGULAR TESTING(8863)	125.60	602 602-49450-212	1
				INVOICE TOTAL	225.25		
				VENDOR TOTAL	225.25		
101617	1	10/16/17	10/16/17	3436 TEBBEN BRIAN FIRE-INFARARED CAMERA	1,455.33	101 101-42200-240	1
				INVOICE TOTAL	1,455.33		
				VENDOR TOTAL	1,455.33		
3001	1	10/16/17	10/16/17	2670 GREG THOLE ELECTRIC, INC	85.90	101 101-45181-404	1
				INVOICE TOTAL	85.90		
				VENDOR TOTAL	85.90		
				BANK 1 - KLEIN/UNITED PR TOTAL	17,579.26		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	17,579.26		
				GRAND TOTALS	17,579.26		

SCHEDULED CLAIMS LIST

UP CK # 55447-55456



INVOICE	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
32073				BANK 1 - KLEIN/UNITED PRAIRIE 3437 AUTOMATIC SYSTEMS CO 10/17/17 10/17/17 SEW-EQUIPMENT CONTRACT 404 6th Avenue Madison, Minnesota 53750 www.ci.madison.wi.us	1,504.80 1,504.80	602		602-49450-404	(320) 598-7373 Office (320) 598-7376 Fax
				INVOICE TOTAL					
				VENDOR TOTAL	1,504.80				
101717				811 FRONTIER COMM OF MN 10/17/17 10/17/17 SEW-LIFT PUMP 9TH ST	187.80	602		602-49450-321	1
				INVOICE TOTAL	187.80				
				VENDOR TOTAL	187.80				
1164698				968 HAWKINS INC. 10/17/17 10/17/17 WT-CHLORINE	768.08	601		601-49400-236	1
	2			WT-POLYPHOSATE	962.70	601		601-49400-234	1
	3			WT-POTASSIUM	2,677.16	601		601-49400-231	1
	4			WT-TREATMENT CHEMICALS	1,195.46	601		601-49400-230	1
				INVOICE TOTAL	5,603.40				
1164699				10/17/17 10/17/17 SEW-CHLORINE	655.80	602		602-49450-216	1
				INVOICE TOTAL	655.80				
				VENDOR TOTAL	6,259.20				
50155				3438 HUTT OIL CO, INC 10/17/17 10/17/17 FIRE-REPLACED MUFFLERS	330.00	101		101-42200-221	1
				INVOICE TOTAL	330.00				
				VENDOR TOTAL	330.00				
1260833-IN				1480 LOCATORS & SUPPLIES 10/17/17 10/17/17 ELEC-VERIFICATION KEY	97.00	604		604-49570-240	1
				INVOICE TOTAL	97.00				
				VENDOR TOTAL	97.00				
01717				1623 MADISON WELDING & REPAIR 10/17/17 10/17/17 PARKS- MOWER BLADE REPAI	20.50	101		101-45200-409	1
				INVOICE TOTAL	20.50				
				VENDOR TOTAL	20.50				
01717A				1920 MN VALLEY REC 10/17/17 10/17/17 SEW-UTILITY EXPENSE	3,390.65	602		602-49450-380	1
				INVOICE TOTAL	3,390.65				
01717B				10/17/17 10/17/17 SEW-UTILITY EXPENSE	306.20	602		602-49450-380	1
				INVOICE TOTAL	306.20				
				VENDOR TOTAL	3,696.85				
0219603				1918 MN WEST - CANBY 10/17/17 10/17/17 FIRE-FARM ACCIDENT TRAIN	700.00	101		101-42200-180	1

An equal opportunity employer and service provider.



INVOICE #	DATE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
INVOICE TOTAL					700.00		
CITY OF MADISON					VENDOR TOTAL	700.00	
404 6th Avenue					Madison, Minnesota 56256		(320) 598-7373 Office
www.ci.madison.mn.us							(320) 598-7376 Fax
1541 MVT LABORATORIES INC							
887476	1	10/17/17	10/17/17	WT-REGULAR TESTING	14.40	601 601-49400-409	1
	2			SEW-REGULAR TESTING	240.80	602 602-49450-409	1
INVOICE TOTAL					255.20		
VENDOR TOTAL					255.20		
2455 SELECT ACCOUNT							
101717	1	10/17/17	10/17/17	ADMIN-OCT'17 PART FEE	5.71	101 101-41320-409	1
INVOICE TOTAL					5.71		
VENDOR TOTAL					5.71		
BANK 1 - KLEIN/UNITED PR TOTAL					13,057.06		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					13,057.06		
GRAND TOTALS					13,057.06		