

CITY OF MADISON
AGENDA AND NOTICE OF MEETING
Regular Meeting of the City Council – 5:00 P.M.
Monday, June 25, 2018
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 June 11, 2018 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. 2017 Population Estimate - receive | Page 4 |
| B. Utility Report – May 2018 - receive | Page 6 |
| C. HRA agenda and minutes- May 2018 - receive | Page 7 |
| D. Pioneerland Board Meeting – June 21, 2018 – receive | Page 13 |

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

6. UNFINISHED AND NEW BUSINESS

Page 33

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

- B. Approve Water Plan Project – Bolton & Menk. A DISCUSSION and MOTION may be in order.
(Manager, Council)

Page 15

- C. Resolution 18-22 - Employee Recognition Program. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 18

- D. Resolution 18-23 – Resolution Appointing Zoning Administrator. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 19

E. Resolution 18-24 – Pool Manager Pay. A DISCUSSION and MOTION may be in order.
(Manager, Council)

Page 20

F. Approval of Electric Rate Study – MRES. A DISCUSSION and MOTION may be in order.
(Manager, Council)

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

7. MANAGER REPORT (Manager)

- o MN Supreme Court/Tax Judgement – MN Energy Resources Corp

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8. MAYOR/COUNCIL REPORTS (Mayor/Council)

9. AUDITING CLAIMS

Page 23

A copy of the Schedule Payment Report of bills submitted June 11, 2018 through June 25, 2018 is attached for approval for Check No. 56581 through Check No. 56647. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
JUNE 11, 2018**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Thole on Monday, June 11, 2018, at 12:07 p.m. in Council Chambers at City Hall. Councilmembers present were: Tim Volk, Mayor Greg Thole, Maynard Meyer (arrived at 12:14 p.m.), Paul Zahrbock, and Adam Conroy (arrived at 12:17 p.m.). Also present were: City Manager Val Halvorson, City Attorney Rick Stulz, and Deputy City Clerk-Treasurer Angela Amland.

AGENDA

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

MINUTES

Upon motion by Zahrbock, seconded by Thole and carried, the May 14, 2018, meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS

None

CONSENT AGENDA

Upon motion by Volk, seconded by Zahrbock and carried, the Consent Agenda was approved as presented. Included on the Consent Agenda was a 3.2 Malt Beverage "On-Sale" License for the Madison VFW to sell beer at the Block Party sponsored by the Madison Chamber of Commerce on June 27, 2018.

CITY COUNCIL CHECKLIST

Council reviewed the City Council Checklist. Council briefly discussed the bathroom project being completed by the Lac qui Parle Ag Society at the fairgrounds and noted that the project is underway and can be removed from the checklist.

CITY ENGINEER UPDATE

Invoices: Upon motion by Zahrbock, seconded by Volk and carried, Council approved payment of invoices presented for the alley drainage project, flow meter analysis, and watermain improvements in the amount of \$485.00; \$3,229.00; and \$374.00 respectively.

PRAIRIE ARTS CENTER PROJECT

Council discussed the Prairie Arts Center Bathroom Project and noted that the updated bathrooms look very nice. City Manager Halvorson noted an additional \$1,700 in unanticipated project costs which will be paid from the Prairie Arts Center department in the General Fund.

(Councilmember Meyer arrived at 12:14 p.m.)

LIQUOR ORDINANCE TEMPORARY WAIVER

Upon motion by Meyer, seconded by Zahrbock and carried, **RESOLUTION 18-18**, titled "Resolution Temporarily Waiving the Liquor Ordinance in Slen Park During the June 27th, 2018, Block Party from 5 p.m. to 7 p.m." was adopted. A complete copy of Resolution 18-18 is contained in City Clerk's Book #8.

CITY HALL KEY CONTROL

Upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 18-19**, titled “Resolution for City Key Control” was adopted. This resolution would provide for the update to Exhibit A, which includes a list of all City Hall key holders. A complete copy of Resolution 18-19 is contained in City Clerk’s Book #8.

FUND TRANSFER/CLOSURE

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 18-20**, titled “Resolution for Permanent Transfer and Closing Fund No. 850 – Select Account Fund Effective June 11, 2018” was adopted. This resolution would provide for the transfer of the remaining balance in the Select Account Fund to the employee health insurance designated line item in the Reserve Fund. Select Account was a flexible spending account established by the City many years ago and will no longer be utilized. A complete copy of Resolution 18-20 is contained in City Clerk’s Book #8.

(Councilmember Conroy arrived at 12:17 p.m.)

2018 FEE SCHEDULE

Upon motion by Volk, seconded by Conroy and carried, **RESOLUTION 18-14-01**, titled “Resolution Establishing a Fee Schedule Pursuant to Section 34.01 of the Madison Code of Ordinances for the Year 2018” was adopted. This resolution would provide for updated rates as it relates to Memorial Benches, Peddlers & Transient Merchant Permits, city hall rent & cleaning charges, and sale of reclaimed granite and pea rock. A complete copy of Resolution 18-14-01 is contained in City Clerk’s Book #8.

TREES – BLOCK 48 & AVENUE OF FLAGS

City Manager Halvorson informed Council that Rodney Rye will deliver two trees to replace two that have died on the vacant lot in Block 48.

Councilmember Volk indicated that new holes were dug and concrete poured to replace the sleeves that hold the flags at the Avenue of Flags. It was noted that one of the trees in this area may have Emerald Ash Bore. He suggested that staff take a look in order to determine need for treatment.

GRAND THEATRE MAINTENANCE FUND

Councilmember Meyer noted that he has started a Go Fund Me Page called Grand Theatre Maintenance Fund to assist with projector and equipment maintenance costs.

CITY MANAGER REPORT

City Hall Legacy Grant: Halvorson informed Council that architects were out last Wednesday and Thursday to inspect roof and windows.

Website Update: Website development is in its final stages and should be coming very soon.

Detention Pond Fountain: Estimate for fountain replacement is \$1,300.

Blandin Meeting: Halvorson had a Blandin meeting last week, which was part of a week-long program she had attended.

Schedule: Halvorson will be out of the office until Thursday this week.

MAYOR/COUNCIL REPORTS

Madison Arts Council: Councilmember Meyer noted that the Madison Arts Council will be meeting this afternoon at 4:00 p.m.

All School Reunion: Chamber has set All-School Reunion for 2021.

DISBURSEMENTS

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between May 15 and June 11, 2018. These disbursements include United Prairie Check Nos. 56449-56579.

There being no further business, meeting adjourned at 12:30 p.m.

Greg Thole – Mayor

ATTEST:

Angela Amland – Deputy Clerk/Treasurer

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



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

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2017, population and household estimates for your jurisdiction.

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

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

Please note that our estimates:

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

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2018**. Questions or comments should be directed to James Hibbs at the address listed on the letterhead. You may also contact us by e-mail at local.estimatedata@state.mn.us or by phone at (651) 201-2473. The volume of phone calls is heavy at this time of year, so you may be asked to leave a message on our voice mail system. We will respond promptly. Please remember that we cannot correct problems with the 2010 Census.

Thank you for taking time to review these estimates.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Susan Brower', followed by a horizontal line.

Susan Brower
State Demographer

Enclosures

DATE: June 1, 2018
TO: Valerie Halvorson, Mgr
City of Madison
FROM: **Susan Brower**
Minnesota State Demographer
SUBJECT: 2017 Population and Household Estimates

Your April 1, 2017 population estimate is 1,467.

Your April 1, 2017 household estimate is 722.

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

2018 Utility Report

Feb-18	Consumption	Charges	% Diff		Feb-17	Consumption	Charges	% Diff		Feb-16	Consumption	Charges	% Diff	
Commercial Serv Charge	160.00	2,084.41	2.56%	2.64%	Commercial Serv Charge	156.00	2,030.88	1.96%	1.23%	Commercial Serv Charge	153.00	\$ 2,006.24	-0.65%	0.77%
Commercial Light	757,250.00	53,552.39	-14.78%	-12.98%	Commercial Light	888,557.00	61,541.16	10.08%	8.68%	Commercial Light	807,179.00	\$ 56,628.18	15.56%	14.76%
Demand Charge	1,621.94	9,115.39	-2.76%	-2.76%	Demand Charge	1,667.95	9,373.95	-4.83%	-4.82%	Demand Charge	1,752.51	\$ 9,849.15	16.31%	16.31%
Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	\$ -	#DIV/0!	0.00%
Garbage Charge	827.00	17,424.74	-1.78%	-0.92%	Garbage Charge	842.00	17,586.85	0.60%	0.09%	Garbage Charge	837.00	\$ 17,571.57	0.36%	0.85%
Res Serv Charge	772.00	6,281.81	-3.38%	-2.84%	Res Serv Charge	799.00	6,465.63	0.38%	0.69%	Res Serv Charge	796.00	\$ 6,421.04	0.25%	0.01%
Res Light	866,357.00	63,072.72	-0.75%	-0.76%	Res Light	872,924.00	63,552.97	-4.21%	-4.21%	Res Light	911,294.00	\$ 66,348.15	16.55%	16.55%
Sewer Charge	2,630,100.00	18,456.90	-6.49%	-0.81%	Sewer Charge	2,812,600.00	18,608.36	3.06%	3.06%	Sewer Charge	2,729,000.00	\$ 18,056.60	7.28%	16.05%
Security Light Charge	27.00	159.42	0.00%	0.00%	Security Light Charge	27.00	159.42	0.00%	7.41%	Security Light Charge	27.00	\$ 148.42	0.00%	0.00%
Storm Sewer Charge	919.00	12,072.75	-0.97%	-0.32%	Storm Sewer Charge	928.00	12,111.59	0.22%	0.07%	Storm Sewer Charge	926.00	\$ 12,103.21	-0.11%	-0.20%
Sewer Serv Charge	863.00	17,528.82	-2.71%	1.26%	Sewer Serv Charge	887.00	17,311.21	0.80%	0.30%	Sewer Serv Charge	880.00	\$ 17,258.99	0.00%	7.14%
Water Service Charge	867.00	17,876.34	-2.58%	4.26%	Water Service Charge	890.00	17,146.06	0.79%	0.09%	Water Service Charge	883.00	\$ 17,130.50	-0.11%	5.57%
Water Charge	2,670,600.00	22,956.62	-9.62%	-9.48%	Water Charge	2,955,000.00	25,361.90	4.55%	4.61%	Water Charge	2,826,300.00	\$ 24,244.56	8.26%	14.29%
Accounted for Water Usage	85%	\$ 240,582.31	\$ (8,857.87)	-4.25%	Accounted for Water Usage	90%	\$ 251,249.98	\$ 1,722.83	1.41%	Accounted for Water Usage	86%	\$ 247,766.61	\$ 18,099.47	11.63%

Mar-18	Consumption	Charges	% Diff		Mar-17	Consumption	Charges	% Diff		Mar-16	Consumption	Charges	% Diff	
Commercial Serv Charge	159.00	2,074.00	2.58%	2.36%	Commercial Serv Charge	155.00	2,026.24	1.31%	1.38%	Commercial Serv Charge	153.00	1,998.62	-0.65%	0.38%
Commercial Light	684,290.00	48,156.85	-4.94%	-3.68%	Commercial Light	719,888.00	49,996.94	8.94%	7.82%	Commercial Light	660,836.00	46,369.07	-14.19%	-14.33%
Demand Charge	1,685.54	9,472.77	-5.88%	-5.88%	Demand Charge	1,790.88	10,064.77	9.06%	9.05%	Demand Charge	1,642.18	9,229.09	19.50%	19.50%
Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	-	#DIV/0!	0.00%
Garbage Charge	830.00	17,462.85	-1.31%	-0.50%	Garbage Charge	841.00	17,550.10	0.36%	0.01%	Garbage Charge	838.00	17,548.16	0.36%	0.62%
Res Serv Charge	776.00	6,303.93	-2.27%	-1.47%	Res Serv Charge	794.00	6,398.07	-1.00%	-0.30%	Res Serv Charge	802.00	6,417.11	0.63%	-0.18%
Res Light	733,418.00	53,394.87	10.85%	10.85%	Res Light	661,612.00	48,169.24	7.04%	7.04%	Res Light	618,073.00	45,001.81	-28.19%	-28.19%
Sewer Charge	2,352,900.00	16,516.50	-0.44%	5.59%	Sewer Charge	2,363,200.00	15,642.32	-0.84%	-0.84%	Sewer Charge	2,383,200.00	15,774.32	-12.72%	-5.53%
Security Light Charge	27.00	159.42	0.00%	0.00%	Security Light Charge	27.00	159.42	0.00%	7.41%	Security Light Charge	27.00	148.42	0.00%	0.00%
Storm Sewer Charge	925.00	12,201.38	-0.43%	0.74%	Storm Sewer Charge	929.00	12,112.12	-0.32%	0.21%	Storm Sewer Charge	932.00	12,086.41	0.22%	-0.40%
Sewer Serv Charge	864.00	17,482.39	-1.93%	1.94%	Sewer Serv Charge	881.00	17,149.34	-0.56%	-0.42%	Sewer Serv Charge	886.00	17,221.02	0.45%	6.93%
Water Service Charge	868.00	17,829.41	-1.81%	4.96%	Water Service Charge	884.00	16,986.39	-0.56%	-0.62%	Water Service Charge	889.00	17,093.12	0.45%	5.47%
Water Charge	2,363,200.00	20,324.24	-0.52%	-0.62%	Water Charge	2,375,600.00	20,451.22	-2.37%	-2.36%	Water Charge	2,433,300.00	20,944.66	-13.14%	-7.75%
Accounted for Water Usage	88%	\$ 221,378.61	\$ 2,747.16	2.16%	Accounted for Water Usage	85%	\$ 216,706.17	\$ 7,650.56	3.28%	Accounted for Water Usage	82%	\$ 209,831.81	\$ (23,919.68)	-10.47%

Apr-18	Consumption	Charges	% Diff		Apr-17	Consumption	Charges	% Diff		Apr-16	Consumption	Charges	% Diff	
Commercial Serv Charge	159.00	2,074.00	3.25%	2.88%	Commercial Serv Charge	154.00	2,016.00	0.65%	0.55%	Commercial Serv Charge	153.00	2,005.06	-0.65%	0.71%
Commercial Light	652,337.00	45,997.70	-8.48%	-7.90%	Commercial Light	712,743.00	49,943.82	-2.37%	-1.31%	Commercial Light	730,013.00	50,604.60	18.85%	16.72%
Demand Charge	1,696.21	9,532.75	-0.39%	-0.39%	Demand Charge	1,702.83	9,570.00	-1.33%	-1.33%	Demand Charge	1,725.83	9,699.19	9.12%	9.12%
Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	-	-100.00%	0.00%	Safe Drinking Water	1.00	6.36	#DIV/0!	0.00%
Garbage Charge	837.00	17,531.54	-0.36%	-0.11%	Garbage Charge	840.00	17,551.67	0.24%	-0.40%	Garbage Charge	838.00	17,622.03	0.24%	1.07%
Res Serv Charge	779.00	6,326.16	-2.26%	-0.91%	Res Serv Charge	797.00	6,384.25	0.00%	-0.85%	Res Serv Charge	797.00	6,438.70	0.00%	0.35%
Res Light	673,341.00	49,021.22	2.38%	2.37%	Res Light	657,717.00	47,885.69	4.52%	4.51%	Res Light	629,277.00	45,817.32	1.40%	1.40%
Sewer Charge	2,513,500.00	17,640.70	-16.31%	-11.21%	Sewer Charge	3,003,300.00	19,866.98	5.81%	5.79%	Sewer Charge	2,838,500.00	18,779.30	2.93%	11.35%
Security Light Charge	28.00	159.60	3.70%	0.11%	Security Light Charge	27.00	159.42	0.00%	7.41%	Security Light Charge	27.00	148.42	0.00%	0.00%
Storm Sewer Charge	926.00	12,200.06	-0.96%	0.78%	Storm Sewer Charge	935.00	12,105.94	0.75%	-0.19%	Storm Sewer Charge	928.00	12,129.43	-0.43%	-0.11%
Sewer Serv Charge	869.00	17,601.87	-1.59%	2.87%	Sewer Serv Charge	883.00	17,109.96	0.00%	-1.29%	Sewer Serv Charge	883.00	17,333.14	0.11%	7.78%
Water Service Charge	873.00	17,950.54	-1.47%	5.92%	Water Service Charge	886.00	16,947.53	0.00%	-1.49%	Water Service Charge	886.00	17,203.70	0.11%	6.45%
Water Charge	2,526,700.00	21,713.94	-16.39%	-16.36%	Water Charge	3,022,000.00	25,960.20	5.15%	4.97%	Water Charge	2,874,100.00	24,730.82	2.03%	8.61%
Accounted for Water Usage	91%	\$ 217,750.08	\$ (2,847.75)	-3.44%	Accounted for Water Usage	87%	\$ 225,501.46	\$ 1,245.89	1.34%	Accounted for Water Usage	82%	\$ 222,518.07	\$ 8,729.76	7.27%

May-18	Consumption	Charges	% Diff		May-17	Consumption	Charges	% Diff		May-16	Consumption	Charges	% Diff	
Commercial Serv Charge	158.00	2,074.00	1.94%	2.86%	Commercial Serv Charge	155.00	2,016.38	1.31%	0.72%	Commercial Serv Charge	153.00	2,002.00	-0.65%	0.71%
Commercial Light	742,133.00	50,972.46	20.88%	18.44%	Commercial Light	613,944.00	43,036.43	-0.81%	-0.96%	Commercial Light	618,958.00	43,452.91	4.00%	4.17%
Demand Charge	1,815.22	10,201.63	10.93%	10.93%	Demand Charge	1,636.30	9,196.07	-14.57%	-14.57%	Demand Charge	1,915.28	10,763.95	23.49%	23.50%
Safe Drinking Water	-	-	#DIV/0!	0.00%	Safe Drinking Water	-	-	-100.00%	0.00%	Safe Drinking Water	1.00	6.36	#DIV/0!	0.00%
Garbage Charge	827.00	17,571.93	-1.43%	0.20%	Garbage Charge	839.00	17,537.30	-0.47%	-1.58%	Garbage Charge	843.00	17,817.96	0.12%	1.64%
Res Serv Charge	771.00	6,307.00	-2.03%	-0.44%	Res Serv Charge	787.00	6,335.19	-2.48%	-2.71%	Res Serv Charge	807.00	6,511.42	1.13%	1.34%
Res Light	560,333.00	40,794.28	15.21%	15.20%	Res Light	486,351.00	35,410.94	-6.49%	-6.50%	Res Light	520,130.00	37,871.51	3.45%	3.45%
Sewer Charge	2,888,000.00	20,328.20	8.85%	15.78%	Sewer Charge	2,653,300.00	17,556.98	-6.22%	-6.21%	Sewer Charge	2,829,400.00	18,719.24	-0.87%	7.25%
Security Light Charge	24.00	141.80	-14.29%	-13.32%	Security Light Charge	28.00	163.59	3.70%	10.22%	Security Light Charge	27.00	148.42	0.00%	0.00%
Storm Sewer Charge	918.00	12,178.95	-1.40%	0.52%	Storm Sewer Charge	931.00	12,115.84	-0.53%	-0.76%	Storm Sewer Charge	936.00	12,208.96	0.54%	0.62%
Sewer Serv Charge	866.00	17,669.50	-1.48%	3.45%	Sewer Serv Charge	879.00	17,080.74	-1.79%	-2.47%	Sewer Serv Charge	895.00	17,513.58	0.90%	8.35%
Water Service Charge	870.00	18,019.11	-1.47%	6.39%	Water Service Charge	883.00	16,936.76	-1.78%	-2.69%	Water Service Charge	899.00	17,404.61	0.67%	6.66%
Water Charge	3,149,400.00	27,010.08	17.44%	17.12%	Water Charge	2,681,700.00	23,062.24	-7.69%	-7.58%	Water Charge	2,905,000.00	24,953.50	-1.36%	4.83%
Accounted for Water Usage	95%	\$ 223,268.94	\$ 14,332.57	11.38%	Accounted for Water Usage	83%	\$ 200,448.46	\$ (4,591.61)	-4.26%	Accounted for Water Usage	82%	\$ 209,374.42	\$ 5,148.87	5.21%

MEETING AGENDA HRA of Madison

310 Park Avenue
Madison, MN 56256

Meeting Description Regular Meeting

Results Desired

Date: June 14, 2018 **Time** 11:30a.m. **Location** Authority Office

Start	Stop	Total Hours	Start	Stop	Total Hours

Call to Order:

Action on Minutes:

Project Performance Reports: Apr. '18 – (25.55)

Correspondence: None

Maintenance: Getting Apartments move-in ready. #111, #126. #238 no paint before next tenant moved in.

Occupancy Status: #238 – Wylie Burkart moved in 6/1/2018.
Community Service time for tenant in #238
There is interest in both #126 & #242

Old Business: Shingle Project: Heat tapes to be installed week of 6/11/18.
Price reduction in bill of \$9240 due to incorrect shingle installation.
No final bill received yet; still waiting for some payroll paperwork.

New Business: Asbestos recertification for maintenance person?
Capital Fund for 2018
Revised subsidy funding
New carpet in #111.
Becky Trapp no longer our legal advisor

Other Business: *Insurance Bids*

Adjournment:

MINUTES
REGULAR MEETING
THURSDAY, MAY 10, 2018

The Board of Commissioners of the HRA of Madison, MN met on Thursday, May 10, 2018 at the office of the authority. Commissioners present were: Karie Sorknes, Carlyle Larsen, Judi Nelson and Missy Heinrich. Also present was Executive Director Kathy Bungarden, Dave Jacobsen from Maintenance and Assistant City Attorney Becky Trapp. Absent was board member Stan Olson.

Chairperson Karie Sorknes called the meeting to order at 12:03 p.m.

Maintenance: Dave Jacobsen reported patching a dip in the parking lot with asphalt patch and putting staves under the dumpster to prevent dumpster from sinking. The mowing season has started. The lawn tractor needs a couple of tires. Dave also reported starting to paint in #119. #108 and #109 had been cleaned well at time of move out so not much had to be done.

The minutes of the regular meeting on Thursday, April 12, 2018 were discussed. The minutes were approved as written.

The financial report was reviewed. After a short discussion by the board regarding checks #6607 - #6637 for a total amount of \$17,071.28 a motion was made by Missy Heinrich and seconded by Judi Nelson to pay the bills. Motion carried.

Kathy Bungarden had the Performance Report for March, 2018 (21.66) from Loucks & Schwartz.

Occupancy Status: #109 moved to Hilltop. #108 will be moving to #109. #119 moved to Grace Haven and will be occupied on June 1, 2018. #111 moved to Madison Care Center. #126 will be moving to Hilltop. #238 is moving into #108. #242 is moving into #111.
#126, #238 & #242 will be vacant 5/31/2018.

OLD BUSINESS: Heat treatment has been done in #126. Follow-up inspection showed no signs of any bedbugs.

NEW BUSINESS: Kathy Bungarden reported receiving a call from Dave Dombrowski of Noble Roofing informing Kathy he was ordering the materials for the roofing project. The materials would be delivered to Park Avenue Apartments on Thursday, May 10, 2018. The roofing project would get under way on Monday, May, 14, 2018.

There was a discussion regarding whether or not to continue using Carpets 'N' More. It was suggested by Becky Trapp to put the building up for bids to a number of stores that sell, lay and possibly also clean carpets. This will require including HUD specs, etc.

OTHER BUSINESS:

No further business forthcoming.

The next regular meeting will be Thursday, June 14, 2018 at 11:30 a.m.

Meeting adjourned at 12:55 p.m.

Chairperson – Karie Sorknes

Co-Chairperson – Stan Olson

Minutes prepared by KB on 4/12/2018.

MINUTES
SPECIAL MEETING
THURSDAY, MAY 17, 2018

The Board of Commissioners of the HRA of Madison, MN met on Thursday, May 17, 2018 at the office of the Chairman Karie Sorknes at KleinBank. Commissioners present were: Karie Sorknes, Missy Heinrich and Judi Nelson. Also present was Executive Director Kathy Bungarden. Absent was Carlyle Larsen and Stan Olson, Assistant City Attorney Becky Trapp.

Chairperson Karie Sorknes called the meeting to order at 10:00 a.m.

There was a discussion regarding the shingles that were being used at Park Avenue Apartments. CertainTeed Premium 300# shingles were specified by Park Avenue and were used in the quote given by Noble Roofing & Exteriors Inc. However, it was discovered that the shingles being used are CertainTeed Pro 250# shingles. A motion was made by Missy Heinrich and seconded by Karie Sorknes to request a price adjustment from Noble Roofing & Exteriors Inc. due to the fact that the CertainTeed Premium shingles are more expensive than the CertainTeed Pro. Motion carried.

Meeting adjourned at 10:30 a.m.

Karie Sorknes, Chairperson

Judi Nelson, Board Member

Minutes prepared by KB on 5/17/2018.

FINANCIAL STATEMENT

May, 2018

Balance as of last statement

\$ 1,107.17

Income for May, 2018

Rent	34	\$327.00 each apartment	\$	11,429.00
Cable	29		\$	870.00
AC	27		\$	140.00
Garage	10		\$	350.00
Fr.	4		\$	8.00

\$ - \$ 13,904.17

Other Income

Maintenance - Rent, Cable, Freezer, A/C	\$	148.00	
Laundry	\$	334.00	
Reimbursement from B-day club	\$	40.00	
Prairie Peacemakers	\$	10.00	
Transfer from Savings 5/8/2018	\$	4,000.00	
Interest on ch	\$	0.13	
	\$	4,532.13	\$ 4,532.13]
			\$ 18,436.30

4190	5/4/2018	6607	Prairie Five Senior Dining	\$	137.50
2117	5/10/2018	Auto	S.S.-\$670.55;Medi-\$156.82;Fed.-\$358.00	\$	1,185.37
4110	5/15/2018	6608	Kathy Bungarden	\$	996.33
4110	5/31/2018	6609	Kathy Bungarden	\$	996.33
4170	5/10/2018	6610	Loucks & Schwartz	\$	135.00
4170	5/10/2018	6611	JMSC Futurity PLLC(Annual YE Audit)	\$	100.00
4190	5/10/2018	6612	Frontier	\$	216.73
4190	5/10/2018	6613	KLQP - FM	\$	30.35
4190	5/10/2018	6614	Madison Postmaster	\$	40.00
4190	5/10/2018	6615	Cardmember Service(Ink Cart.)	\$	160.71
4190	5/10/2018	6616	Dollar General Regions(Cascade, Stapler,Clock)	\$	83.30
4190	5/10/2018	6617	LQP Co. Sheriff's Office(Tom & Barb Feurhelm)	\$	20.00
4190	5/10/2018	6618	Judi Nelson(10 Hrs. @ \$9.50)	\$	87.73
4220	5/10/2018	6619	Deb Rakow(17 hrs. @ \$9.50)	\$	149.15
4220	5/10/2018	6620	Joan Fernholz(15.75 hrs. @ \$9.50)	\$	138.18
4330	5/10/2018	Auto	Minnesota Energy	\$	1,163.90
	5/15/2018	Auto	City of Madison	\$	4,001.70
4410	5/15/2018	6621	Dave Jacobsen	\$	694.07
4410	5/31/2018	6622	Dave Jacobsen	\$	694.07
4420	5/10/2018	6623	Madison Hardware Hank	\$	52.16
4420	5/10/2018	6624	Hillyard/Hutchinson(Vacuum Bags)	\$	19.53
4420	5/10/2018	6625	Builders First Source	\$	51.73
4430	5/10/2018	6626	Schuelke Electric	\$	120.00
4190	5/10/2018	6627	NCRC NAHRO	\$	75.00

4430	5/10/2018	6628	Automa Bldg. Controls(Annual Check of Fire Alarms)	\$	632.00
4430	5/10/2018	6629	MN Dept. of Labor & Ind(Boiler Inspection)	\$	55.00
4430	5/10/2018	6630	Minnesota Elevator	\$	146.64
4430	5/10/2018	Auto	Mediacom	\$	1,291.36
4430	5/10/2018	6631	Carpets 'N' More(new cove base in #126)	\$	370.00
4430	5/10/2018	6632	Dave's Plbg.(Clean shower drain line #238)	\$	120.00
4430	5/10/2018	6633	Plunkett's(Heat Treatment in #126)	\$	1,250.00
4430	5/10/2018	6634	Minnesota Elevator(Replace Fuse, 4 hrs. labor)	\$	1,072.00
4430	5/10/2018	6635	H.A.R.T.	\$	462.60
4430	5/10/2018	6636	Kathy Bungarden - H.C.	\$	249.34
4540	5/10/2018	6637	Dave Jacobsen - H.C.	\$	71.11
				\$	17,068.89
					-17,068.89
				\$	1,367.41

Insured CD	\$25,028.85	Mat. Date 11/14/2018	Int. Rate 0.35%
#51000000499	1 year	Interest Yr. Ending 11/14/17 -	\$87.30

Balance	Insured Money Market Savings	3/31/2018	\$117,343.26
	Subsidy	4/6/2018	\$2,950.00
	Transfer from Savings	4/11/2018	(\$3,500.00)
	Interest	4/30/2018	\$ 19.95
Balance		4/30/2018	\$116,813.21

<u>YTD Int.</u>	<u>Sec. Dep. Klein Bank</u>	<u>Deposit</u>	<u>Payment</u>	<u>Balance</u>
\$1.03				
	3/30/2018			\$7,113.69
	4/30/2018 Interest	\$0.30		\$7,113.99

#118; 1 Cat - \$300 Deposit
 #234; 1 Dog - \$300 Deposit
 #239; 1 Cat - \$300 Deposit
 #125; 1 Dog - \$300.00 Deposit
 #240; 1 Cat - No Pet Deposit
 #236: 1 Cat - No Pet Deposit

PIONEERLAND LIBRARY SYSTEM BOARD MEETING
THURSDAY, JUNE 21, 2018

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 Committee (PLS headquarters Room 216)

7:00 p.m. Board Meeting

Agenda

- I. Call to order
- II. Roll Call & Introductions
- III. Approval of agenda
- IV. Approval of April 19, 2018 Board & May 17, 2018 Exec/Finance minutes Action
Action
- V. Committee Reports
 - A) Finance Committee**
 - 1) May 2018 financial report Action
 - 2) Approval of bills and check registers Action
 - 3) RLBSS Application (FY19) Action
 - 4) FY19 Legacy Application Action
 - B) Personnel Committee**
 - 1) New Hires: Action
 - 2) Director Evaluation Recommendation Action
- VI. New Business
 - A) PLS/PCLS Cooperative Legacy Contract (Camp Read) Action
- VII. Old Business
- VIII. Director's Report
- IX. Other:
 - A) Future Board and Executive Meetings:
Next Board meeting is scheduled for October 19, 2018, @ 7:00 PM (Finance 6:30)
Exec/Finance Meetings: July 19, August 16, and September 20 @ 6:00 P.M.
- X. Adjournment

CITY COUNCIL CHECKLIST

6/22/2018

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	EXPECTED COMPLETION	COMPLETE
Planning and Zoning updates	12/28/2015	Thole	CM	Ordinance to be approved	completed
Landscape Library	11/2/2015	Thole	Parks	City Staff with design input from boards	completed
Pool House Renovations	7/13/2015	Conroy	CM, Parks	Work in Progress	completed
Playground – Kiwanis Kiddie Park	7/13/2015	Meyer	CM, Parks	Wood Fiber complete, city to repair turf around edges	completed
Outside City Limits Properties	8/13/2012	Zahrbock	CM, Attorney	Letter sent and responded from LqP Env.	completed
Downtown Disctric Maintenance Fund	11/23/2015	Zahrbock	CM	Dismissed	completed
Sump Pumps	8/22/2016	Thole	CM, PW	Ordinance approved and notices mailed to homes	completed
Grand Theatre – Seat Project	5/11/2015	Meyer	CM	City will be fiscal agent and deliver acknowledgments for de	completed
Outside City Limits Properties	8/8/2016	Zahrbock	CM, Attorney	City Attorney to address with County Board	completed
Tree Trimming	9/26/2016	Meyer	CM, PW	obstructed sidewalks/streets documented and assigned	completed
Prairie Arts Center	2/8/2016	Thole	CM	Bathroom Upgrade Complete	completed
Public Restrooms	5/8/2017	EDA	CM, Meyer	Ag Society secured EDA Loan 5/7/18	completed
Storm Pond East Highway 40	8/10/2015	Zahrbock	CM, Engineer	Inlet side has been cleaned by City Crew	completed
Hazardous Houses	4/20/2017	Thole	CM, Attorney	Performed 2017 annual inspection letters issued.	completed
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
Broadband Exploration	4/20/2017	Meyer	CM, committee	Revisit June 2018	ongoing
City Garage	4/20/2017	Thole, Fernho	CM	Concrete Poor condition/doors and roof leaks/extensive repairs needed	ongoing
Hwy 40 Curbing - ask MNDOT to repair	5/11/2015	Zahrbock	CM, Engineer	Revisited with MNDOT - 11/20/2017	ongoing
Daycare Shortage	5/8/2017	EDA	CM, Zahrbock	LqP Schools reviewing licensing	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Architects conducted outside survey 6/7/18	ongoing
LqP Players Agreement	9/25/2017	Meyer	KW	Agreement drafted for review	ongoing
Recreation Facility	5/2/2017	EDA	CM, Conroy	First Schematic drawings received	ongoing

**CITY OF MADISON, MINNESOTA
RESOLUTION 18-22**

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

**RESOLUTION ADOPTING
EMPLOYEE RECOGNITION PROGRAM**

WHEREAS, the City Council acknowledges the benefits of an employee recognition program; including but not limited to employee morale, improved retention, and supportive work environment; and

WHEREAS, the City Council is desirous to recognize employees' employment milestones, retirements, and separations; and

WHEREAS, the City Council is desirous to formally establish a "Sunshine Fund", created in part by an annual voluntary donation from employees and council members, to be used for life events like hospitalizations, illness, memorials, and births.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA that the Employee Recognition Program attached hereto as Exhibit A is hereby adopted.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 18-22 was declared duly passed and adopted this 25th day of June, 2018.

Greg Thole
Mayor

Attest: _____
Kathleen Weber
City Clerk

EXHIBIT A
CITY OF MADISON
EMPLOYEE RECOGNITION PROGRAM
For all Full-Time Regular and Part-Time Regular Employees

Years of Service Recognition:

The purpose of Employee Recognition is to recognize and reward work and behaviors that support the goals, values, and initiatives of the City of Madison. Recognition will

- improve employee retention
- increase employee motivation
- enhance loyalty
- improve morale
- help to build a supportive work environment
- let employees know that their work is appreciated and valued
- and give employees a sense of ownership and belonging within their workplace.

Employees may be recognized through the “Madison Matters” Newsletter, Facebook page, City of Madison website, and also with a city-funded recognition or award that is based on years of service as follows:

1 year of service.....	\$20.00	15 years of service.....	\$50.00
5 years of service.....	\$30.00	20 years of service.....	\$60.00
10 years of service.....	\$40.00	25 years of service.....	\$70.00

\$10 increments for additional 5-year span

Retirement and Separation Recognition:

City-funded recognition or award based on years of service as follows:

1 - 4 years of service.....	\$30.00	15-19 years of service.....	\$90.00
5 - 9 years of service.....	\$50.00	20-24 years of service.....	\$110.00
10-14 years of service.....	\$70.00	25-29 years of service.....	\$130.00

\$20 increments for additional 5-year span

Retirement Celebration Options:

1. Public Open House (minimum 10 years of service)

- only if retiree requests
- coordinated by Business Office and Public Works Coordinator
- city-funded with limit up to \$300.00
 - including advertising, supplies, cake/bars, and drinks (coffee/pop & juice/punch)

2. Supper with City Staff (not public)

- coordinated by Business Office and Public Works Coordinator
- city-funded with limit up to \$100.00 for supplies, cake/bars
- staff-provided/Sunshine Fund sponsored up to \$30.00
 - including meals & drinks for employee and 1 guest

Separation (Not Retiring) Celebration Options:

1. Supper with City Staff (not public)

- coordinated by Business Office and Public Works Coordinator
- city-funded with limit up to \$100.00 for supplies, cake/bars
- staff-provided/Sunshine Fund sponsored up to \$30.00
 - including meals & drinks for employee and 1 guest

2. Potluck Dinner

- Staff-provided/Sunshine Fund sponsored up to \$30.00

Sunshine Fund: (applies to regular employees, Mayor and Council)

Voluntary \$20.00 Annual Contribution

Hospitalization/Employee Illness up to \$30.00

- A plant/flower or gift of equal value is to be given for an employee in the hospital. If a prolonged illness, cards will be sent at the discretion of the Business Office and Public Works Coordinator. Baby delivery hospitalizations are not included due to the baby gift offered to employees.

Funerals

- A plant/flower or memorial (due to distance) of \$30 will be given in the case of the death of an employee or employee's immediate family (spouse, parent, child, grandchild, or sibling). A card will be sent for the death of a retired employee and for the death of the spouse of a retired employee.

New Baby Gift (for employee or employee's spouse)

- Staff-provided (or Sunshine Fund sponsored up to \$60.00)
- No agency gift – voluntary individual gifts can be given.

Life Events not included in Program:

- anniversaries, birthdays, children's birthdays, baptisms, confirmation, graduations, weddings, and employee scholastic achievement

(Deviation from this program for personal situations/circumstances will be handled at the discretion of the City Manager)

Employee participation in this program is optional. Please contact City Manager regarding any life events. City Manager will contact the Business Office and Public Works Coordinator to make arrangements unless employee specifically requests to keep event private.

**CITY OF MADISON, MINNESOTA
RESOLUTION 18-23**

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

RESOLUTION APPOINTING CITY OF MADISON ZONING ADMINISTRATOR

WHEREAS, the City of Madison Code of Ordinances requires the position of Zoning Administrator to review zoning permits; and

WHEREAS the previous Zoning Administrator will be retired as of June 29, 2018, and it is the duty of the City Council to appoint the successor.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Madison, Lac qui Parle County, Minnesota, that Alexander Geerdes is hereby appointed Zoning Administrator effective July 2, 2018; and will fulfill all the duties as stated in the City of Madison Zoning Code.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. 18-23 was declared duly passed and adopted this 25th day of June, 2018.

Greg Thole
Mayor

Attest: _____
Kathleen Weber
City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 18-24**

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

RESOLUTION FOR EMPLOYEE POOL MANAGER PAY

WHEREAS the City of Madison recognizes the importance of the swimming pool as an amenity to the residence of the area; and

WHEREAS the below duties are not included in a specific job description and will require additional responsibilities during the months of May to August.

- a. Be responsible for the operations of the Madison Swimming Pool from the months of May through August. The requirements of the position are to have a valid Certified Pool Operators license, ensure the continued operation of the pool equipment. The position does not require the employee to be a lifeguard, have lifeguard certification or CPR training. The position does require the employee to be at the pool to maintain the required logs, maintain water chemistry and equipment operation.
- b. Maintain the operation of the pool and equipment as a certified pool operator.
- c. Be responsible for ordering necessary parts and equipment authorized through the budget for the pool.
- d. Maintain cleanliness of equipment room and equipment parts around the pool area.
- e. Ensure all proper signs and warnings are posted in the proper locations.
- f. Work with the lifeguard manager and lifeguards to maintain the operations of the pool house and facilities.
- g. Direct lifeguards in necessary tasks for continue pool operations.

NOW THEREFORE BE IT RESOLVED that the City Council of Madison, Lac qui Parle County, Minnesota shall provide an additional hourly rate of pay of \$2.00 per hour to the employee assigned the duties of Pool Manager, effective May 1st to August 31st of each year.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. 18-24 was declared duly passed and adopted this 25th day of June, 2018.

Greg Thole
Mayor

Attest: _____
Kathleen Weber
City Clerk

June 19, 2018

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

RE: Electric Rate Study Proposal

Dear Val:

Missouri River Energy Services (MRES) is pleased to submit this proposal to Madison Municipal Utilities (Madison) for a retail electric rate study. This study will accomplish the following:

- Determine whether rates will provide sufficient cash flows to cover operating expenses and future capital improvements
- Evaluate the adequacy of cash reserves
- Evaluate the costs of serving each customer class
- Provide benchmarking information in several areas such as cash reserves, transfers, line loss, and rate design
- Propose rates that reflect the fixed costs of providing service and prepare for distributed generation in the future
- Compare Madison's electric rates to other area utilities

MRES proposes to perform the study in accordance with the enclosed Scope of Services, which outlines the study process. **MRES will charge Madison a fee of \$8,500 for this service.** This fee is 50 percent of the total cost of \$17,000 to complete the study. MRES will pay for half of the cost of electric rate studies performed for its members, consistent with the policy established by its Board of Directors.

MRES proposes to begin your study in the first quarter of 2019. Prior to the initial meeting, Madison staff will receive a Data Request, which details the information required to begin the study. It is estimated that the study will be completed approximately four months after the data is received. However, this time estimate could change based on the issues that are encountered and the financial needs of Madison.

I have enclosed two originals of the Scope of Services. If Madison agrees with the foregoing, please sign on page 5, Scope of Services, and return one copy to me at MRES. If you have any questions, please call me at (800) 678-4042.

Ms. Val Halvorson

Page 2

June 19, 2018

MRES would appreciate the opportunity to perform this rate study for Madison.

Sincerely,

A handwritten signature in dark ink, reading "Tim Miller". The signature is written in a cursive, flowing style.

Tim Miller

Manager, Financial Analysis and Rates

Enclosures

This message is being sent to representatives of each taxing authority that is affected by the 2018 Minnesota Supreme Court/Tax Court judgment regarding Minnesota Energy Resources Corporation's (MERC) appeal of assessed property tax values.

In a nutshell, we lost in tax court and we (County, School, City, Townships, etc.) have to issue a refund to MERC. This message is to inform you what that means.

You can refer to the attached "Notice of Supreme Court Decision" for more background information, but to summarize:

- MERC appealed MN DOR assessment of utility parcel values for taxes payable 2009-2013 for parcels located in multiple counties in MN.
- Tax court proceedings were finalized in May 2018. The court judgement resulted in reduction of assessed values for taxes payable 2009, 2010, 2011, and 2012. The valuation for taxes payable 2013 was increased.
- The judgment affects 3 parcels in LqP County, located in City of Madison, Madison Township, and Hantho Township. All 3 parcels lie in LQPV ISD.
- County Auditor has responsibility to calculate difference in taxes payable resulting from the judgment. For the three parcels, the net difference in taxes paid totaled \$7,946.10.
- MN Statute requires additional payment of interest at 4% annual rate, calculated from the date the appealing taxpayer made their annual tax payments (which occurred in May of each year.) The interest attributable to the judgment for 2009-2012 totaled \$3,222.79. There is no statutory provision that allows us to charge MERC interest on their underpayment for 2013.
- The total refund due to MERC is \$11,168.89. This breaks down to the individual taxing authorities as follows:
 - LqP County \$1,865.55
 - State of MN \$2,661.12
 - LQPV ISD \$ 625.29
 - RDC \$ 24.14
 - EDA \$ 57.70
 - Watershed \$ 82.21
 - City of Madison \$5,802.54
 - Madison Twp \$ 25.84
 - Hantho Twp \$ 24.89

Review of statute indicates no responsibility for County Auditor to make payment to MERC on behalf of all taxing authorities. However, in checking with other counties who have gone through this before there is merit to simplifying the process by having County pay the full amount. Yesterday (6/19) I received Board approval for LqP County to issue this refund on behalf of each taxing authority (you). Therefore, the County will be issuing payment of \$11,168.89 to MERC within the next week or so. **We will withhold this amount from your next property tax settlement payment (November/December 2018).**

Please let me know if you have any questions.

Jake Sieg
Lac qui Parle County Auditor-Treasurer-Coordinator
600 6th Street, Suite 6
Madison, MN 56256

SCHEDULED CLAIMS LIST

UP CK # 56581-56603

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								
061218	1	6/12/18	6/12/18	AMB-MEDICAL CYL	149.73	201	201-44100-217	1
				INVOICE TOTAL	149.73			
				VENDOR TOTAL	149.73			
120 ARNESON TIRE SHOP								
061218	1	6/12/18	6/12/18	SEW-TIRE REPAIR	52.00	602	602-49450-221	1
	2			WT-TIRE REPAIR	17.00	601	601-49400-221	1
				INVOICE TOTAL	69.00			
				VENDOR TOTAL	69.00			
2901 BENNETT OFFICE TECHNOLOGI								
061218	1	6/12/18	6/12/18	ADMIN-COPIER MAINT 5/18	320.71	101	101-41320-404	1
				INVOICE TOTAL	320.71			
				VENDOR TOTAL	320.71			
293 BOUND TREE MEDICAL LLC								
061218	1	6/12/18	6/12/18	AMB-STEPHOSCOPE/PILLOWCASES	146.93	201	201-44100-217	1
				INVOICE TOTAL	146.93			
				VENDOR TOTAL	146.93			
320 BREHMER MOTOR SUPPLY								
061218	1	6/12/18	6/12/18	PARKS-GRABBER	24.00	101	101-45200-219	1
	2			POOL-SNAP FASTENER	17.34	101	101-45124-404	1
	3			POOL-CLOCK/GLOVES/FASTENER/ROP	93.88	101	101-45124-210	1
	4			POOL-BALL VALVE/LIGHTER	10.98	101	101-45124-404	1
	5			POOL-ROPE/COMMAND HOOK	24.24	101	101-45124-404	1
	6			POOL-CAULK	3.79	101	101-45124-210	1
	7			POOL-CABLE TIES/CLOROX/PTOWELS	23.96	101	101-45124-219	1
	8			ST SEW-RETENTION POND ROPE	25.98	605	605-49600-404	1
	9			POOL-KEYS	15.54	101	101-45124-210	1
	10			WT-BARB FITTING/PIPE NIPPLE	3.78	601	601-49400-221	1
	11			WT-GARDEN HOSE	89.99	601	601-49400-229	1
	12			WT-UTILITY KNIFE	3.99	601	601-49400-240	1
	13			WT-PIPE NIPPLE	1.60	601	601-49400-404	1
	14			PARKS-BASKETBALL NET	7.98	101	101-45200-404	1
	15			PARKS-SCREWS	3.60	101	101-45200-223	1
	16			PARKS-DOOR LOCKSET/CHISELS	99.97	101	101-45200-219	1
	17			PARKS-SUMP PUMP	119.00	101	101-45200-580	1
	18			PARKS-HOSE WYE	6.99	101	101-45200-219	1
	19			ELEC-AIR FRESHENER	5.96	604	604-49570-221	1
	20			ELEC-TARP	6.99	604	604-49570-219	1
	21			ELEC-SILICONE CAULK	9.99	604	604-49570-219	1
	22			ELEC-PROPANE	6.99	604	604-49570-212	1
	23			SEW-BUSHING/TEFLON TAPE	7.37	602	602-49460-408	1
	24			SEW-PACKING TAPE	11.97	602	602-49450-216	1
	25			CTY HALL-KEYS	12.95	101	101-41940-219	1
	26			STR-ELBOW	7.99	101	101-43100-221	1
	27			PR ARTS-TOWEL HOLDERS	47.98	101	101-45180-401	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	694.80		
				VENDOR TOTAL	694.80		
141365	1	6/13/18	6/13/18	3342 BUILDERS FIRSTSOURCE LIB-PLYWOOD	92.00	101 101-45500-210	1
				INVOICE TOTAL	92.00		
141418	1	6/13/18	6/13/18	PARKS-BB FIELD-DOOR/BOLTS	711.51	101 101-45200-223	1
				INVOICE TOTAL	711.51		
141468	1	6/13/18	6/13/18	CTY HALL-DOOR KNOB	57.99	101 101-41940-520	1
				INVOICE TOTAL	57.99		
				VENDOR TOTAL	861.50		
24095	1	6/12/18	6/12/18	640 DAKOTA PUMP & CONTROL CO SEW-BALL CHECK VALVE/FREIGHT	330.42	602 602-49460-404	1
				INVOICE TOTAL	330.42		
				VENDOR TOTAL	330.42		
47105	1	6/12/18	6/12/18	657 DATA TECHNOLOGIES, INC. ADMIN-SUMMIT USER GROUP MANUAL	25.00	101 101-41320-201	1
				INVOICE TOTAL	25.00		
				VENDOR TOTAL	25.00		
061318	1	6/13/18	6/13/18	766 FARMERS MUTUAL TELEPHONE INTERNET	109.95	101 101-41320-321	1
	2			INTERNET	71.95	101 101-42200-321	1
	3			INTERNET	71.95	101 101-45181-321	1
	4			INTERNET	71.95	201 201-44100-321	1
	5			INTERNET	71.95	601 601-49400-321	1
	6			INTERNET	71.95	602 602-49450-321	1
	7			INTERNET	71.95	604 604-49570-321	1
	8			INTERNET	71.95	609 609-49750-321	1
	9			INTERNET	15.00	101 101-41320-321	1
	10			INTERNET	15.00	101 101-45181-321	1
				INVOICE TOTAL	643.60		
				VENDOR TOTAL	643.60		
061218	1	6/12/18	6/12/18	976 HEATHER NURSERY PARKS-MAINSTREET BEAUTIFICAN	1,100.00	101 101-45200-406	1
				INVOICE TOTAL	1,100.00		
				VENDOR TOTAL	1,100.00		
061218	1	6/12/18	6/12/18	1181 JUBILEE FOODS SEW-BLEACH/BOWL CLEANER/FRESHE	9.40	602 602-49450-216	1
	2			PARK-MISC OPERATING SUPPLIES	58.00	101 101-45200-219	1
	3			CTY HALL-PAPER TOWELS	29.00	101 101-41940-219	1
	4			PR ARTS-CLEANERS	14.88	101 101-45127-210	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	5			PR ARTS-PAPER TOWELS	41.94	101 101-45180-219	1
	6			POOL-WATER TESTING	2.49	101 101-45124-216	1
	7			CTY HALL-TOILET PAPER	48.00	101 101-41940-211	1
	8			CTY HALL-PAPER TOWELS	50.00	101 101-41940-211	1
	9			CTY HALL-SUPPLIES	2.00	101 101-41940-211	1
	10			PARKS-CLEANING SUPPLIES	16.83	101 101-41940-211	1
	11			LIB-PAPER TOWELS	29.00	101 101-45500-210	1
				INVOICE TOTAL	301.54		
				VENDOR TOTAL	301.54		
				3036 LQP BROADCASTING CO.			
061318	1	6/13/18	6/13/18	ELEC-5/18 UTIL AD	60.65	604 604-49590-410	1
				INVOICE TOTAL	60.65		
				VENDOR TOTAL	60.65		
				1326 LQP CO-OP OIL			
061218	1	6/12/18	6/12/18	SEW-FUEL EXPENSE	205.20	602 602-49450-212	1
	2			WT-FUEL EXPENSE	228.00	601 601-49400-212	1
	3			PARKS-FUEL EXPENSE	498.35	101 101-45200-212	1
	4			ELEC-FUEL EXPENSE	481.57	604 604-49570-212	1
	5			STR-FUEL EXPENSE	227.72	101 101-43100-212	1
				INVOICE TOTAL	1,640.84		
061218A	1	6/12/18	6/12/18	AMB-FUEL EXPENSE	443.01	201 201-44100-212	1
				INVOICE TOTAL	443.01		
				VENDOR TOTAL	2,083.85		
				3340 MADISON AUTO PARTS			
061218	1	6/12/18	6/12/18	POOL-ORINGS	3.54	101 101-45124-223	1
	2			STR-SEAL TAPE/SHUT OFF	10.47	101 101-43100-221	1
	3			PARKS-MOTOR TUNE-UP	6.99	101 101-45200-212	1
	4			STR-FUEL PUMP/HOSE/CLAMP	85.58	101 101-43100-240	1
	5			STR-WELDING ROD	4.29	101 101-43100-240	1
	6			ELEC-ST LAMP	12.99	604 604-49570-221	1
				INVOICE TOTAL	123.86		
061218A	1	6/12/18	6/12/18	FIRE-BATTERY	73.72	101 101-42200-221	1
				INVOICE TOTAL	73.72		
				VENDOR TOTAL	197.58		
				3144 MATTHIES KAIN			
061218	1	6/12/18	6/12/18	POOL-SWIMSUIT REIMB-19 SUITS FOR CURRENT LIFEGUARDS	528.57	101 101-45124-210	1
				INVOICE TOTAL	528.57		
				VENDOR TOTAL	528.57		
				1706 MEDIACOM			
061218	1	6/12/18	6/12/18	CTY HALL-DIGITAL ADAPTER	8.98	101 101-41320-321	1
				INVOICE TOTAL	8.98		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					8.98		
ABR0188490	1	6/12/18	6/12/18	1847 MN DEPT OF LABOR & IND. WT-PRESS VESSEL REGIS	10.00	601 601-49400-437	1
INVOICE TOTAL					10.00		
ABR0188655	1	6/12/18	6/12/18	STR-GARAGE-PRESS VESSEL REGIS	10.00	101 101-43100-437	1
INVOICE TOTAL					10.00		
ALR0084768	1	6/12/18	6/12/18	LIB-ELEV LICENSE	100.00	101 101-45500-401	1
INVOICE TOTAL					100.00		
VENDOR TOTAL					120.00		
061218	1	6/12/18	6/12/18	3502 MONSON, KAYLA POOL-PASS REIMB-K MONSON	75.00	101 101-34720	1
INVOICE TOTAL					75.00		
VENDOR TOTAL					75.00		
061218	1	6/12/18	6/12/18	2741 THRIFTY WHITE DRUG AMB-EMERGENCY KIT/INHALER/GLUT	380.03	201 201-44100-217	1
INVOICE TOTAL					380.03		
VENDOR TOTAL					380.03		
061218	1	6/12/18	6/12/18	3022 TUCKETT DANIEL SR. ADMIN-FOLD/STUFF ENVEL 6/18	150.00	101 101-41320-202	1
INVOICE TOTAL					150.00		
VENDOR TOTAL					150.00		
061218	1	6/12/18	6/12/18	3376 WEST CENTRAL COMM, INC FIRE-PAGERS	150.00	101 101-42200-219	1
INVOICE TOTAL					150.00		
VENDOR TOTAL					150.00		
BANK 1 - KLEIN/UNITED PR TOTAL					8,397.89		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					8,397.89		
GRAND TOTALS					8,397.89		

SCHEDULED CLAIMS LIST

UP CK # 56620-56647

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
3432 AMLAND, ANGIE							
062018	1	6/20/18	6/20/18	COUNC-RETIREMENT GIFT A THOMPS	100.79	101 101-41110-390	1
				INVOICE TOTAL	100.79		
				VENDOR TOTAL	100.79		
172 BELLBOY CORPORATION							
062018	1	6/20/18	6/20/18	LIQ-LIQUOR EXPENSE	2,442.20	609 609-49750-251	1
				INVOICE TOTAL	2,442.20		
				VENDOR TOTAL	2,442.20		
190 BEVERAGE WHOLESALERS							
062018	1	6/20/18	6/20/18	LIQ-LIQUOR EXPENSE	2,227.20	609 609-49750-251	1
				INVOICE TOTAL	2,227.20		
				VENDOR TOTAL	2,227.20		
266 BOND TRUST SERVICES							
062018	1	6/20/18	6/20/18	'16 GO REF-ST SEW BOND INT	10,768.75	353 353-47000-602	1
	2			'16 GO REF-WT TOW BOND INT	4,837.50	353 353-47000-605	1
				INVOICE TOTAL	15,606.25		
42707	1	6/20/18	6/20/18	'16 GO REF/WT-REV AGENT FEE	475.00	353 353-47000-620	1
				INVOICE TOTAL	475.00		
				VENDOR TOTAL	16,081.25		
510 CITY OF MADISON							
062018	1	6/20/18	6/20/18	LIB-FIRE CALL	1,000.00	101 101-45500-401	1
				INVOICE TOTAL	1,000.00		
				VENDOR TOTAL	1,000.00		
659 DAVE'S PLUMBING HEATING &							
10114	1	6/20/18	6/20/18	GRAND-REPALACE MEN'S TOILET	446.98	101 101-45181-520	1
				INVOICE TOTAL	446.98		
				VENDOR TOTAL	446.98		
736 ERICKSON CHEVROLET							
24581	1	6/20/18	6/20/18	ELEC-DEXOS	99.00	604 604-49570-405	1
				INVOICE TOTAL	99.00		
				VENDOR TOTAL	99.00		
3465 EXPERT T BILLING							
1231	1	6/20/18	6/20/18	AMB-APRIL BILLING	232.00	201 201-44100-320	1
				INVOICE TOTAL	232.00		
1263	1	6/20/18	6/20/18	AMB-MAY BILLING SERVICE	725.00	201 201-44100-320	1
				INVOICE TOTAL	725.00		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					957.00		
811 FRONTIER COMM OF MN							
062018	1	6/20/18	6/20/18	WT-CIRCUIT DUE 7/11/18	43.43	601 601-49400-321	1
INVOICE TOTAL					43.43		
VENDOR TOTAL					43.43		
3467 FRONTIER COMMUNICATIONS							
062018	1	6/20/18	6/20/18	WT PLANT ALARM 7/9/18	40.24	601 601-49400-321	1
	2			POOL-PHONE/B BAND 7/9/18	156.58	101 101-45124-321	1
	3			WWTP-ALARM 7/9/18	40.24	602 602-49450-321	1
	4			ADMIN-PHONE 7/9/18	164.20	101 101-41320-321	1
	5			LIB-PHONE 7/9/18	100.00	101 101-45500-321	1
	6			SEW-PHONE 7/9/18	20.00	602 602-49450-321	1
	7			LINE-PHONE 7/9/18	20.02	604 604-49570-321	1
	8			STR-PHONE 7/9/18	40.00	101 101-43100-321	1
	9			LIQ-PHONE 7/9/18	40.00	609 609-49750-321	1
	10			WT-PHONE 7/9/18	20.00	601 601-49400-321	1
	11			FIRE-PHONE 7/9/18	40.00	101 101-42200-321	1
	12			LIB-FAX/ELEV PHONE 7/9/18	62.00	101 101-45500-321	1
	13			PAC-PHONE 7/9/18	31.00	101 101-45180-321	1
	14			PUB WORKS-FAX 7/9/18	15.59	604 604-49570-321	1
	15			PUB WORKS- FAX 7/9/18	15.59	101 101-43100-321	1
INVOICE TOTAL					805.46		
VENDOR TOTAL					805.46		
1124 ITRON							
487517	1	6/20/18	6/20/18	WT-ITRON MAINTENANCE	575.81	601 601-49400-404	1
	2			SEW-ITRON MAINTENANCE	575.81	602 602-49450-404	1
	3			ELEC-ITRON MAINTENANCE	575.80	604 604-49570-404	1
INVOICE TOTAL					1,727.42		
VENDOR TOTAL					1,727.42		
1160 JOHNSON BROS-ST.PAUL							
062018	1	6/20/18	6/20/18	LIQ-LIQUOR EXPENSE	2,431.15	609 609-49750-251	1
INVOICE TOTAL					2,431.15		
VENDOR TOTAL					2,431.15		
3036 LQP BROADCASTING CO.							
062018	1	6/20/18	6/20/18	LIQ-ADVERTISING	131.25	609 609-49750-342	1
INVOICE TOTAL					131.25		
VENDOR TOTAL					131.25		
1335 LQP COUNTY SHERIFF							
062018	1	6/20/18	6/20/18	POLICE-1ST & 2ND QTR CONTRACT	103,660.50	101 101-42100-409	1
INVOICE TOTAL					103,660.50		
VENDOR TOTAL					103,660.50		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
062018	1	6/20/18	6/20/18	1560 MADISON BOTTLING CO. LIQ-BEER EXPENSE	6,104.95	609	609-49750-251	1
				INVOICE TOTAL	6,104.95			
				VENDOR TOTAL	6,104.95			
062018	1	6/20/18	6/20/18	1623 MICHAEL G TONN STR-FLOWER RODS	186.21	101	101-43100-409	1
	2			SEW-LIFT PUMP	21.25	602	602-49460-413	1
				INVOICE TOTAL	207.46			
				VENDOR TOTAL	207.46			
062018	1	6/20/18	6/20/18	1530 MARTIN TRUCKING LLC LIQ-FREIGHT EXPENSE	166.40	609	609-49750-258	1
				INVOICE TOTAL	166.40			
				VENDOR TOTAL	166.40			
11823	1	6/20/18	6/20/18	3118 METERING & TECHNOLOGY SOL WT-METER	738.98	601	601-49440-539	1
				INVOICE TOTAL	738.98			
				VENDOR TOTAL	738.98			
4761	1	6/20/18	6/20/18	1960 MISSOURI RIVER ENERGY SER ELEC-MISC SCANNING	699.01	604	604-49570-409	1
				INVOICE TOTAL	699.01			
				VENDOR TOTAL	699.01			
062018	1	6/20/18	6/20/18	1920 MN VALLEY REC SEW-UTILITY EXPENSE	3,620.39	602	602-49450-380	1
				INVOICE TOTAL	3,620.39			
062018A	1	6/20/18	6/20/18	SEW-UTILITY EXPENSE	260.78	602	602-49450-380	1
				INVOICE TOTAL	260.78			
				VENDOR TOTAL	3,881.17			
432	1	6/20/18	6/20/18	1968 MONNENS EXCAVATING SEW-RESTROOMS @ FAIRGROUNDS	2,640.00	602	602-49460-409	1
	2			WT-RESTROOMS @ FAIRGROUNDS	2,640.00	601	601-49430-580	1
				INVOICE TOTAL	5,280.00			
				VENDOR TOTAL	5,280.00			
921671	1	6/20/18	6/20/18	1541 MVTL LABORATORIES INC SEW-REGULAR TESTING	125.60	602	602-49450-409	1
				INVOICE TOTAL	125.60			
922092	1	6/20/18	6/20/18	WT-REGULAR TESTING	21.50	601	601-49400-409	1
				INVOICE TOTAL	21.50			

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
922190	1	6/20/18	6/20/18	SEW-REGULAR TESTING	348.00	602		602-49450-409	1
				INVOICE TOTAL	348.00				
				VENDOR TOTAL	495.10				
062018	1	6/20/18	6/20/18	2074 NORTHLAND TRUST SERVICES, EAST-BOND INTEREST	4,056.25	614		614-46330-602	1
				INVOICE TOTAL	4,056.25				
				VENDOR TOTAL	4,056.25				
062018	1	6/20/18	6/20/18	2095 OLSON SANITATION SANIT-COMM TIPPING FEE-5/18	3,999.08	603		603-49500-409	1
				INVOICE TOTAL	3,999.08				
				VENDOR TOTAL	3,999.08				
341909	1	6/20/18	6/20/18	3115 RECREATION SUPPLY COMPANY POOL-CHEMICALS	8.90	101		101-45124-216	1
				INVOICE TOTAL	8.90				
				VENDOR TOTAL	8.90				
3540898	1	6/20/18	6/20/18	3048 SPEE-DEE DELIVERY SERVICE WT-REGULAR SHIPPING	19.53	601		601-49400-409	1
	2			SEW-REGULAR SHIPPING	163.33	602		602-49450-409	1
				INVOICE TOTAL	182.86				
				VENDOR TOTAL	182.86				
062018	1	6/20/18	6/20/18	2830 VERIZON WIRELESS STR-CELL PHONE- 5/18	66.75	101		101-43100-321	1
	2			WT-CELL PHONE- 5/18	43.59	601		601-49400-321	1
	3			SEW-CELL PHONE- 5/18	43.59	602		602-49450-321	1
	4			ELEC-CELL PHONE- 5/18	87.35	604		604-49570-321	1
	5			AMB-CELL PHONE- 5/18	22.99	201		201-44100-321	1
				INVOICE TOTAL	264.27				
				VENDOR TOTAL	264.27				
				BANK 1 - KLEIN/UNITED PR TOTAL	158,238.06				
				TOTAL MANUAL CHECKS	.00				
				TOTAL E-PAYMENTS	.00				
				TOTAL PURCH CARDS	.00				
				TOTAL ACH PAYMENTS	.00				
				TOTAL OPEN PAYMENTS	158,238.06				
				GRAND TOTALS	158,238.06				