

CITY OF MADISON
AGENDA AND NOTICE OF MEETING
Regular Meeting of the City Council – **5:00 P.M.**
Monday, January 28, 2019
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 January 14, 2019 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. | MMUA – Safety Meeting 2019 – receive | Page 6 |
| B. | HRA Agenda and Minutes – December 2018 - receive | Page 7 |
| C. | HRA Agenda and Minutes – January 2019 – receive | Page 9 |
| D. | Regular Drill Meeting – January 21, 2019 – receive | Page 13 |
| E. | Municipal Advisor Agreement – Ehlers – receive | Page 16 |
| F. | MEDA Minutes – January 7, 2019 – receive | Page 17 |
| G. | Office of the State Auditor – receive | Page 21 |

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

6. UNFINISHED AND NEW BUSINESS

Page 25

- A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)
- B. Water Plant Updates. A DISCUSSION may be in order. (Manager, Council)
- C. City Hall Projects. A DISCUSSION may be in order. (Manager, Council)
- D. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

- MCMA winter workshop – January 31 – February 1
- Electric Rate Study

8. MAYOR/COUNCIL REPORTS (Mayor/Council)

9. AUDITING CLAIMS

Page 26

A copy of the Schedule Payment Report of bills submitted January 14, 2019 through January 28, 2019 is attached for approval for Check No. 57630 through Check No. 57648 and debit card purchases.

A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
JANUARY 14, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Thole on Monday, January 14, 2019, at 5:03 p.m. in Council Chambers at City Hall. Councilmembers present were: Mayor Greg Thole, Tim Volk, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present were: City Manager Val Halvorson and City Clerk Kathleen Weber. Absent: City Attorney Rick Stulz.

OATH OF OFFICE

The Oath of Office was administered by City Clerk Kathleen Weber to Mayor Greg Thole, Councilmember Tim Volk, and Councilmember Paul Zahrbock, who were re-elected to office at the November election.

AGENDA

Upon motion by Meyer, seconded by Volk and carried, the Agenda was approved as amended. Additions to the agenda include 2019 fees resolution. All agenda items are hereby placed on the table for discussion.

MINUTES

Upon motion by Conroy, seconded by Zahrbock and carried, the December 10, 2018, meeting minutes were approved as presented.

MADISON AMBULANCE SERVICE ANNUAL REPORT

At this time, Ambulance Chief Scott Schake and Assistant Chief Marissa Nelson reported on 2018 activities. They indicated 271 calls including 29 in Marietta/Nassau area, 11 in Bellingham area, 4 assists in Dawson area, and 19 mental health transports. There are currently 18 EMT's with 4 additional applicants and 4-5 Firemen who have become 1st Responders. Council was informed that the Madison Ambulance Service was given a medical variance to reduce the cost of epi pens from \$500 to \$10, fundraising dollars were used to update the power cot, and that they plan to apply for a grant to purchase a new piece of equipment for the transfer rig which would include an AED, and EKG, and a blood pressure monitor at an estimated cost of \$25,000. Council thanked Schake and Nelson for their service and expressed appreciation to the Madison Ambulance Service.

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 19-09** titled "Appointment of Ambulance Service Officers for 2019" was adopted. This resolution provides for the following appointments for 2019:

| | |
|------------------------|-------------------|
| Ambulance Chief: | Scott Schake |
| Asst. Ambulance Chief: | Marissa Nelson |
| Maintenance Officer: | Jeremy Osteraas |
| Secretary/Treasurer: | Maria Croatt |
| Training Officer: | Brittany Engesmoe |

A complete copy of Resolution 19-09 is contained in City Clerk's Book #9.

MADISON FIRE DEPARTMENT OFFICERS 2019

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 19-10** titled “Appointment of Fire Service Officers for 2019” was adopted. This resolution provides for the following appointments for 2019:

| | |
|-------------------|----------------|
| Fire Chief: | Mitch Wellnitz |
| Asst. Fire Chief: | Brian Tebben |
| Training Officer: | Mark Olson |
| Safety Officer: | Casey Chester |
| Secretary: | Don Tweet |
| Treasurer: | Jerod Rakow |

A complete copy of Resolution 19-10 is contained in City Clerk’s Book #9.

At this time, Fire Chief Mitch Wellnitz and Assistant Fire Chief Brian Tebben approached Council to discuss a billing issue which came to light when Delaney Brown attended a public hearing of the City Council and requested a reduced rate for a fire call bill he received. It was noted that the City adopts a fee schedule each year based on recommendations from various departments, and the Fire Department prepares a run sheet for city staff to send an invoice based on the fee schedule. Opposing opinions between Council and the Madison Fire Department exist related to responsibility to make adjustments to fire call bills as deemed appropriate in unusual circumstances. City Manager Halvorson reminded Council that City Attorney Stulz had suggested that a range be used in the fees schedule for unusual circumstances so that the Fire Department can make adjustments to the billing if appropriate. The Fire Department expressed concern with consistency if they are expected to make billing adjustments rather than the City making the adjustment. After further discussion, it was decided that the City Council will adopt the annual fees schedule and the Madison Fire Department is given authorization to adjust the run sheet, if extenuating circumstances exist, prior to submitting to city staff for invoicing. The Delaney Brown incident will be reviewed and rebilled.

CITY ENGINEER REPORT

2018 Watermain Project: Upon motion by Zahrbock, seconded by Conroy and carried, Council approved payment in the amount of \$1,682.00 to Bolton & Menk for engineering services provided in connection with the 2018 Watermain Project.

Filter Rehab Project: City Engineer Phil DeSchepper indicated that KHC has lost their project manager and are in the process of replacing him. There is no update on a start date yet for this project.

Baseball Field Bleachers: City Manager Halvorson asked City Engineer Phil DeSchepper to look at the bleachers at the Madison Memorial Field.

Chamber Party: Councilmember Meyer invited City Engineer Phil DeSchepper to attend the Chamber of Commerce’s annual party planned for January 25th and requested a door prize donation from Bolton & Menk as has been done in the past.

ANNUAL MEETING

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 19-01** titled “Resolution establishing council meetings time, date, and place” was adopted. This resolution would provide for the City Council to meet on the second and fourth Monday of each month at 5:00 p.m. Special meetings can be established when so required in accordance with Open Meeting laws. A complete copy of Resolution 19-01 is contained in City Clerk’s Book #9.

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 19-02** titled "Designation of Newspaper" was adopted. This resolution would provide for the Western Guard of Madison, Minnesota, to be designated as the official newspaper with supplemental publications being used as needed. A complete copy of Resolution 19-02 is contained in City Clerk's Book #9. Councilmember Conroy abstained.

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-03** titled "Designation of Depository" was adopted. This resolution would provide for the designation of KleinBank of Madison and United Prairie Bank of Madison as the City's official depositories. A complete copy of Resolution 19-03 is contained in City Clerk's Book #9.

Councilmember Conroy nominated Councilmember Meyer as Acting Mayor. There being no other nominations, upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-04** titled "Election of Acting Mayor" was adopted. This resolution would provide for the election of Maynard Meyer as Acting Mayor. A complete copy of Resolution 19-04 is contained in City Clerk's Book #9.

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-05** titled "Resolution ratifying council boards & commissions appointments" was adopted. This resolution would provide for the appointment of council and citizen representatives to various boards and commissions. A complete copy of Resolution 19-05 is contained in City Clerk's Book #9.

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 19-06** titled "Resolution ratifying council committee appointments" was adopted. This resolution would provide for the appointment of council representatives to various council committees. A complete copy of Resolution 19-06 is contained in City Clerk's Book #9.

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 19-07** titled "Resolution designating an authorized representative to the Western MN Municipal Power Agency" was adopted. This resolution would provide for the appointment of City Manager Val Halvorson as the City's representative, with Line Department Supervisor David Johnson being appointed as alternate. A complete copy of Resolution 19-07 is contained in City Clerk's Book #9.

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 19-08** titled "Resolution designating an authorized representative to the Missouri River Energy Services" was adopted. This resolution would provide for the appointment of City Manager Val Halvorson as the City's representative, with Line Department Supervisor David Johnson being appointed as alternate. A complete copy of Resolution 19-08 is contained in City Clerk's Book #9.

PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS

None.

CONSENT AGENDA

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

CITY COUNCIL CHECKLIST

Council reviewed the City Council Checklist.

Recreation Center: City Manager Halvorson informed Council that a committee will be meeting on January 30th with representatives of Ehlers & Associates and SEH in regard to development of a Recreation Center.

Daycare Center: The Eagles Nest Daycare Center is still in the process of securing facility license and is hoping for final inspection and approval by the end of January.

City Hall Restoration Project: Council was informed that the City received an extension for the next phase of the proposed City Hall restoration project. The pre-application for a capital improvement grant through the MN Historical Society is due in July, 2019, with awards being announced in December.

Downtown Open Space: Councilmember Conroy asked about the status of Block 48. City Manager Halvorson indicated that Block 48 is available for purchase. Council noted that Dave Amundson has resigned from the Madison Economic Development Authority and his phone number is on the Block 48 sign.

CLOSING FUND #213 – DOWN PAYMENT ASSISTANCE FUND

Upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 19-11** titled “Resolution for Permanent Transfer and Closing Fund No. 213 – Down Payment Assistance Fund Effective December 31, 2018” was adopted. This resolution would cancel a loan made to the Madison Business Development Corporation in the amount of \$38,133.00 and make it a permanent transfer. The remaining balance of \$0.68 in Fund #213 will be transferred to the EDA Fund No. 211. A complete copy of Resolution #19-11 is contained in City Clerk’s Book #9.

FUND TRANSFERS DECEMBER 31, 2018

Upon motion by Meyer, seconded by Zahrbock and carried, **RESOLUTION 19-12** titled “Fund Transfer Adjustment Effective December 31, 2018” was adopted. This resolution would provide for annual year-end transfers as budgeted and recommended by City Manager. A complete copy of Resolution 19-12 is contained in City Clerk’s Book #9.

MADISON ARTS COUNCIL

Councilmember Meyer informed Council that three concepts were presented to the Madison Arts Council. He noted that they were “all different and all cool”. The art feature is being planned near the Avenue of Flags, west of the Fire Hall. The Arts Council discussed the possibility of a second art feature possibly located along Highway 40 East near the Madison Memorial Field. It was noted that the annual Chamber Block Party may be sponsored by the Madison Arts Council or the Eagles Nest Daycare Center.

2019 FEES

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-13** titled “Resolution Establishing a Fee Schedule Pursuant to §34.01 of the Madison Code of Ordinances for the Year 2019” was adopted. City Manager Halvorson noted that a new fee in the amount of \$50 for “general nuisance” is being added under Code Enforcement; the family season pass for the Madison Swimming Pool is being increased to \$150; and a range of \$250-\$1,000 is being added as an Emergency Non-Fire for the Madison Fire Department. The charges for ambulance supplies are being removed from the fees resolution. A complete copy of Resolution 19-13 is contained in City Clerk’s Book #9.

CITY MANAGER REPORT

City Hall Updates: City Manager Halvorson informed Council that the cabinets and countertops have been ordered for the City Hall breakroom and should arrive January 22nd. She also noted that her office is being updated with new paint and carpet squares.

Meetings: City Manager Halvorson noted that she will be attending an MCMA meeting the end of this month, in addition to an RDC meeting in regard to dilapidated structures, and an LMC meeting in regard to 2020 census. She recently spoke at a Madison Study Club's monthly meeting.

Ice Skating Rink: Council was informed that the weather has not been cooperating; therefore, the ice skating rink has not yet opened.

Ambulance Pay: City Manager Halvorson will be addressing a request from the Madison Ambulance Service for an increase in pay and report back to Council at a later date.

MAYOR/COUNCIL REPORTS

Councilmember Meyer noted that the Lac qui Parle County Museum is planning for the 150th anniversary of Lac qui Parle County, and that Jeaneane Munstermann is working on a play for that event. She has asked for events the City would like included in the performance. An all-school reunion is being planned by the Madison Chamber of Commerce for 2021. The Chamber of Commerce recently held a ribbon cutting at The After Five Supper Club, and will have its annual party on January 25th.

DISBURSEMENTS

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between December 11, 2018 and January 14, 2019. These disbursements include United Prairie Check Nos. 57466-57554.

There being no further business, meeting adjourned at 6:35 p.m.

Greg Thole – Mayor

ATTEST:

Kathleen Weber – City Clerk



Safety Meeting Schedule 2019

Madison

January 12- Program Overview, AWAIR
*Hotsticks and Grounds testing

March 12- First Aid/ CPR

March 26- Job Briefings/ Tailgates

April 10- Emergency Preparedness/ Weather Awareness

May 1- Excavation Safety, Shoring and Utilities
*Bucket Rescue

June 19- Slips Trips/ Back Safety

July 17- Off Work/ Summer Safety

August 14- Driving Safety/ Backing and Parking

September – Confined Spaces

October 9- PPE/ Hearing Safety

November 13- Hazcom/ Chemical Safety

November 29 - Winter/ Holiday Safety

MEETING AGENDA HRA of Madison

310 Park Avenue
Madison, MN 56256

Meeting Description Regular Meeting

Results Desired

Date: December 8, 2018 **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: October '18 – ()

Correspondence: None

Maintenance:

Occupancy Status: Tom Jacobsen is going to move from #232 to #120

Old Business: Dominic Fernholz will be doing snow removal if over 2"
Bids on flooring for Community Room

New Business: Fair Market Rents
Raise the rent?

Other Business:

Adjournment:

MINUTES
REGULAR MEETING
NOVEMBER 8, 2018

The Board of Commissioners of the HRA of Madison, MN met on Thursday, November 8, 2018 at the office of the authority. Commissioners present were: Karie Sorknes, Carlyle Larsen, Judi Nelson, Stan Olson and Missy Heinrich. Also present was Executive Director Kathy Bungarden and Dave Jacobsen from Maintenance.

Chairperson Karie Sorknes called the meeting to order at 12:02 p.m.

Maintenance: Dave Jacobsen reported he was working on picking up the leaves off of the lawn and doing one last mowing at the same time. He also siliconed and fastened a couple of loose boards on the building.

Dave had gone to the city and gotten the sand pails filled to use on the winter ice.

The minutes of the regular meeting on Thursday, October 11, 2018 were discussed. The minutes were approved as written.

The financial report was reviewed. After a short discussion by the board regarding checks #6789 - #6815 for a total amount of \$14,600.65 a motion was made by Karie Sorknes and seconded by Carlyle Larsen to pay the bills. Motion carried.

Kathy Bungarden had the Performance Report for August, 2018 - (28.21) & September, 2018 - (28.79) from Loucks & Schwartz.

Occupancy Status: Marie Hoiium will not be moving into #120

OLD BUSINESS: Kathy Bungarden reported that Dave Dombrowski of Nobel Roofing has not submitted the payroll report that is needed to complete the paperwork on the roofing project.

Kathy Bungarden reported that Alton Lindquist had been at Park Avenue to spray for dandelions again.

NEW BUSINESS: Kathy Bungarden reported that Kent Weber had talked to her about replacing the flooring in the Community Room. He offered 18" X 18" gray tiles at a price of \$3,000.00 or \$2,800.00 if done before January 1, 2019. The board asked that Kathy get more specifics on the tile from Kent and send out bid letters to area businesses that handle flooring.

The board shared some more names with Kathy regarding finding someone to do snow removal at Park Avenue Apartments. Kathy will try to make contact with these individuals to see if anyone is interested in the job.

No further business forthcoming.

The next regular meeting will be Thursday, December 13, 2018 at 11:30 a.m.

Meeting adjourned at 12:50 p.m.

Chairperson – Karie Sorknes

Co-Chairperson – Stan Olson

Minutes prepared by KB on 11/8/2018.

ROUGH DRAFT

FINANCIAL STATEMENT

November, 2018

Balance as of last statement

\$ 270.72

Income for November, 2018

| | | | |
|--------|----|----------|--------------|
| Rent | 34 | \$316.00 | \$ 10,749.00 |
| Cable | 29 | | \$ 870.00 |
| AC | 30 | | \$ 145.00 |
| Garage | 10 | | \$ 350.00 |
| Fr. | 3 | | \$ 6.00 |
| | | \$ - | \$ 12,390.72 |

Other Income

| | | | |
|-----------------------------------------|------------|-------------|--------------|
| Maintenance - Rent, Cable, Freezer, A/C | | \$ 148.00 | |
| Prairie Peacemakers | | \$ 5.00 | |
| Laundry | | \$ 320.00 | |
| Transfer from Savings | 11/6/2018 | \$ 2,000.00 | |
| Int. on Ck. | 10/31/2018 | \$ 0.11 | |
| | | \$ 2,473.11 | \$ 2,473.11 |
| | | | \$ 14,863.83 |

| | | | | |
|-------------|------------|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 2117 | 11/9/2018 | Auto | S.S.-\$687.26;Medi-\$160.73;Fed.-\$470.00 | \$ 1,317.99 |
| 4110 | 11/15/2018 | 6789 | Kathy Bungarden | \$ 1,040.10 |
| 4110 | 11/30/2018 | 6790 | Kathy Bungarden | \$ 1,040.10 |
| 4170 | 11/8/2018 | 6791 | Loucks & Schwartz | \$ 135.00 |
| 4190 | 11/8/2018 | 6792 | KLQP-FM | \$ 30.35 |
| 4190 | 11/8/2018 | 6793 | LQP Co. Sheriff's Office(C.Noble) | \$ 10.00 |
| 4190 | 11/8/2018 | 6794 | Frontier Telephone | \$ 217.78 |
| 4190 | 11/8/2018 | 6795 | Madison Postmaster | \$ 40.00 |
| 4190 | 11/8/2018 | 6796 | Prairie Five Senior Dining | \$ 111.50 |
| 4190 & 4420 | 11/8/2018 | 6797 | Cardmember Service(Dish Soap, Cable Staples,Wire staples,lataex gloves,wire screws,light bulbs,magic erasers, duct tape,9X12 envelopes,toilet seat,kleenex,light fixtures) | \$ 505.45 |
| 4220 | 11/8/2018 | 6798 | Judi Nelson(17 5 hrs. @ \$9.50) | \$ 153.53 |
| 4220 | 11/8/2018 | 6799 | Deb Rakow(16 hrs. @ \$9.50) | \$ 140.38 |
| 4220 | 11/8/2018 | 6800 | Joan Fernholz(17 hrs. @ \$9.50) | \$ 149.15 |
| 4330 | 11/9/2018 | Auto | Minnesota Energy | \$ 695.84 |
| | 11/15/2018 | Auto | City of Madison | \$ 4,124.27 |
| 4410 | 11/15/2018 | 6801 | Dave Jacobsen | \$ 707.68 |
| 4410 | 11/30/2018 | 6802 | Dave Jacobsen | \$ 707.68 |
| 4420 | 11/8/2018 | 6803 | Brehmers True Value | \$ 56.40 |
| 4420 | 11/8/2018 | 6804 | Jubilee Foods(Paper Towels) | \$ 68.75 |
| 4420 | 11/8/2018 | 6805 | LQP Co-op | \$ 54.18 |
| 4420 | 11/8/2018 | 6806 | Fieldcrest Fertilizer(Trimec) | \$ 99.54 |
| 4420 | 11/8/2018 | 6807 | Builders First Choice | \$ 108.51 |
| 4430 | 11/8/2018 | 6808 | MN Elevator Solutions | \$ 147.83 |

| | | | | | | |
|------|-----------|------|---------------------------------------|----|-----------|------------|
| 4430 | 11/8/2018 | Auto | Mediacom | \$ | 1,293.75 | |
| 4430 | 11/8/2018 | 6809 | VOID | | | |
| 4430 | 11/8/2018 | 6810 | Gary Boraas | \$ | 115.00 | |
| 4540 | 11/8/2018 | 6811 | Alton Lindquist | \$ | 103.00 | |
| 4540 | 11/8/2018 | 6812 | H.A.R.T. | \$ | 479.40 | |
| 4540 | 11/8/2018 | 6813 | Kathy Bungarden (H/C) | \$ | 249.34 | |
| 4540 | 11/8/2018 | 6814 | Dave Jacobsen (H/C) | \$ | 71.11 | |
| 4430 | 11/8/2018 | 6815 | Dave's Plbg., Htg. & A/C(#120 & #234) | \$ | 627.04 | |
| | | | | \$ | 14,600.65 | -14,600.65 |
| | | | | \$ | | 263.18 |

| | | | |
|------------|--------------|----------------------|-----------------------------------------|
| Insured CD | \$25,191.54 | Mat. Date 11/14/2019 | Int. Rate 0.35% |
| | #51000000499 | 1 year | Interest Yr. Ending 11/14/18 - \$162.69 |

| | | | |
|---------|------------------------------|------------|---------------|
| Balance | Insured Money Market Savings | 9/30/2018 | \$220,827.68 |
| | Subsidy | 10/10/2018 | \$4,587.00 |
| | Transfer to Checking | 10/12/2018 | \$ (3,000.00) |
| | Interest | 10/31/2018 | \$ 40.16 |
| Balance | | 10/31/2018 | \$222,454.84 |

| <u>YTD Int.</u> | <u>Sec. Dep. Klein Bank</u> | <u>Deposit</u> | <u>Payment</u> | <u>Balance</u> |
|-----------------|----------------------------------------------|----------------|----------------|----------------|
| \$3.16 | | | | |
| | 9/30/2018 | | | \$7,490.80 |
| | 10/10/2018 Sec. Dep. from #120(D. Pillatzke) | | \$75.00 | \$7,415.80 |
| | 10/10/2018 Sec. Dep. from #126(A. Paine) | | \$150.00 | \$7,265.80 |
| | 10/10/2018 Sec. Dep. from #128(M. DeBraske) | | \$150.00 | \$7,115.80 |
| | 10/29/2018 Sec. Dep. for #128(D. Schlosser) | \$150.00 | | \$7,265.80 |
| | 10/31/2018 Interest | \$0.49 | | \$7,266.29 |

#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

**CITY OF MADISON
MINUTES OF THE
MADISON ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
Tuesday, January 7, 2019 - 5:00 p.m.**

Pursuant to due call and notice thereof, the regular meeting of the Madison Economic Development Authority was conducted at 5:00 p.m. on Tuesday, January 7, 2019 at the Madison Municipal Building.

Members in attendance: Commissioners Dave Amundson, Greg Monson, Maynard Meyer, Greg Thole, Scott Wanner, and Jim Connor. Members Absent: Dean Solem
Also in attendance were: City Manager Val Halvorson, City Attorney Rick Sulz, EDA Recording Secretary Sue Volk and Ryan Young, Madison Chamber representative.

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

APPROVAL OF AGENDA

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

ANNUAL MEETING

Upon motion by Connor, seconded by Monson and carried to cast a unanimous ballot of officers to be the same as 2018.

President: Dave Amundson, Vice-President: Scott Wanner, Secretary: Maynard Meyer, Assistant Secretary: recording secretary/city clerk, and Treasurer: Greg Monson, Assistant Treasurer: city clerk's office.

Upon Motion by Thole, seconded by Meyer and carried to establish the following:

*Meeting date, time and location as the first Monday of every other month at 5:00 p.m. at Madison Municipal Building Auditorium. (January, March, May, July, September, November)

*Western Guard as official newspaper

*KleinBank a division of Old National Bank and United Prairie Bank as official depositories (Monson abstained)

*Swenson, Nelson and Stulz PLLC as official legal counsel

Committee Assignments:

Finance/Loan committee: Monson, Solem, City Attorney Rick Stulz,
Industrial/Retail committee: Amundson, Meyer, Wanner, Connor
Housing/Residential committee: Wanner, Thole

NOTE: Dave Amundson expressed to the members that his term is ending December 2019 and encouraged members to begin search for a replacement.

APPROVAL OF MINUTES

Upon motion by Monson, seconded by Conner and carried the November 7, 2018 regular meeting minutes of the Madison Economic Development Authority were approved.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

No one present.

CONSENT AGENDA

The Commissioners reviewed the MEDA Eastview Apartments Financial Summary and Bills - November 2018 and December 2018, MEDA/Revenue Expense Report - November 2018, Cash/Investment Balance - November 2018, MEDA Note Status Report - November 2018 and December 2018 and SCDP Program Status Report November 2018.

Discussion on sidewalk/driveway replacement at Eastview Apartments and spring 2019 shingle project.

Discussion on Note MGD#1009 – Collom which remains delinquent.

President Amundson inquired about Lou's Lodge estimated \$4000 credit card revenue issue. City Attorney Stulz stated he is continuing to work on the issue with some progress being made with a contact person.

Upon motion by Monson, seconded by Thole and carried to approve the consent agenda.

INDEPENDENT CONTRACTOR AGREEMENT

Independent Contractor Agreement between Madison Economic Development authority and Susan Volk was presented for review. Upon motion by Thole, seconded by Connor and carried to approve contract from January 1, 2019 to December 31, 2019 as presented with no changes.

APARTMENT MANAGEMENT AGREEMENT

Agreement between Madison Economic Development authority and Dahle & Olson Realty of Madison for management services of Eastview Apartments was presented. Upon motion by Connor, seconded by Thole and carried (Monson abstained) to approve contract from January 1, 2019 to December 31, 2019 as presented with minimal changes.

LQP COUNTY EDA

City Attorney Stulz provided the group an update on the Lac qui Parle County EDA board. As of January 1, 2019 the LqP County Commissioners have elected officers and will manage the budget/finances. Stulz stated the commissioners have decided to let things settle and have continued discussion/input this summer on how to shape the future LqP County EDA.

SIEGERT DEVELOPMENT AGREEMENT

Development Agreement dated November 5, 2012 between Madison Economic Development Authority and Mark Siegert was discussed. The agreement was for the property located at 273 8th Avenue and Mr. Siegert's desire to address the storm water problem and maintain the property. Details of the agreement was a 2 stage development plan with both stages completed within five years. Madison EDA agreed to pay the outstanding assessment on the property in the amount of \$3,325.00. Siegert is no longer involved with this property. Discussion on property not being suitable for development. Upon motion by Monson, seconded by Connor and carried to write off the Development Agreement with Mark Siegert on the Note Status Report, maturity date of 10/1/17 with loan balance of \$3,686.00.

OTHER

Ryan Young provided the group an update on current Madison Chamber events. Upcoming Annual Chamber Social on Friday, January 25, 2019 at the VFW and Business After Hours/ribbon cutting at the After Five on Wednesday, January 9, 2019. Ryan also recapped recent holiday chamber events.

City Manager Halvorson gave an update on the daycare, Art Council and proposed considerations for the property by fire hall/Flags of Honor, Madison Hometown Lodge occupancy and lodging tax, Small cities development program, and continued discussions on a community facility.

Upon motion by Monson seconded by Thole and carried, the meeting adjourned at 6:30 p.m.

Dave Amundson, EDA President

ATTEST:

Sue Volk, EDA Recording Secretary

Regular Drill Meeting
1/21/2019

The Madison Volunteer Fire Department met in regular session with Assistant Chief Brian Tebben presiding.

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

Jared Rakow gave the treasurers report and it was approved as read.

Training officer report - Mark Olson is working on getting the training schedule set up for 2019. Next meeting we will likely receive training from the city on how to pull meters.

Emergency calls for the past month:

1. December 29 -- lift assist
2. January 3 -- car fire, Highway 40
3. January 7 -- mutual aid, Bellingham Fire, Jeff Krakow house fire

Next regular meeting: February 18th.

February Hall Duties: Maurice Wollschlager and Jared Rakow.

Mitch Wellnitz was contacted by the Tonn family about a possible donation from MFD for a memorial bench. To everyone's recollection no donations had been previously given to the Tonn family for a memorial for Rob. At this time no one was opposed to providing a donation, but more information was requested to find out more details about the bench to determine the amount to donate.

Mitch Wellnitz and Brian Tebben met with the City Council to further discuss and explain the MFD's billing policies and that MFD wishes to leave the policy as is. The City Council requested that MFD have a non-emergency call rate of \$250 if a situation warrants not charging the full \$1,000 emergency call rate. After further discussion it was general consensus that the determination of a non-emergency versus an emergency call would need to be made by the Chief and Assistant Chief as it would not be practical to wait to bill the call until all MFD members could vote. It was also mentioned that a non-emergency call would and should be a very rare situation; otherwise we would be opening the door for every bill for a call to be questioned.

Trucks - the Rescue Truck has been repaired by Appleton Oil and is back in service. Based on the work done it is recommended that if any trucks need work done (unless it is very minor) to be in contact with Appleton Oil.

The Committee List for 2019 was discussed and all were encouraged to sign up for at least one committee. Discontinuing the Racing Schedule Committee was discussed, as putting the schedule together does not take a lot of time. No one voiced opposition to this change.

Racing update - still working on the billing situation.

Chris Hansen asked if the MFD would be interested in providing the meal for the Memorial Ride as a fund raiser for MFD. The ride is scheduled for August 10th. After a brief discussion it was decided to discuss this more at the next meeting.

Motion was made by Jerod Zimbelman to adjourn meeting seconded by Gary Hansen, carried.

Don Tweet
Secretary

December 17, 2018



EHLERS
LEADERS IN PUBLIC FINANCE

Val Halvorson, City Manager
City of Madison, Minnesota
404 6th Ave N
Madison, MN 56256-1237

Re: Written Municipal Advisor Client Disclosure with the City of Madison (“Client”) Pursuant to MSRB Rule G-42

Dear Val:

The Municipal Securities Rulemaking Board (MSRB) has deemed a client relationship to exist under its regulatory framework whenever a municipal advisor provides covered advice to a municipal entity, with or without compensation to the municipal advisor. In order for Ehlers to provide such advice, we are required by MSRB Rules¹ to provide certain information and disclosures in written form. This letter sets forth such required information and disclosures as is necessary to allow Ehlers to provide municipal advisor advice to Client not related to a specific project from the date of this letter through December 31, 2019:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. Ehlers shall provide this advice and service at such fees, if agreed upon by Client, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective during the period indicated unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing may be amended or supplemented to reflect any material change or additions.

Sincerely,

Ehlers

Todd Hagen, CIPMA
Senior Municipal Advisor/Vice President

¹ This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).



Appendix A

Disclosure of Conflicts of Interest/Other Required Information

Actual/Potential Material Conflicts of Interest

Ehlers has no known actual or potential material conflicts of interest that might impair its ability to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

Other Engagements or Relationships Impairing Ability to Provide Advice

Ehlers is not aware of any other engagement or relationship that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

Affiliated Entities

Ehlers offers debt transaction related services through two affiliates of Ehlers, Bond Trust Services Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services and EIP provides services with respect to bond proceeds. If such services are needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked if they wish to retain either affiliate to provide service. If Client wishes to retain BTSC and/or EIP to provide such service, a separate agreement with such affiliate will be provided for Client's consideration and approval. Ehlers and these affiliates do not share fees.

Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers does not use solicitors to secure municipal engagements, nor make direct or indirect payments to obtain or retain Client business.

Payments from Third Parties

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers' recommendation to the Client of third party services, any municipal securities transaction or any municipal financial product.

Payments/Fee-splitting Arrangements

Ehlers does not share fees with any other parties that provide services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party, or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

Municipal Advisor Registration

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

Material Legal or Disciplinary Events

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since the above date.

Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction

Forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction. Understanding these conflicts, Client should select a form of compensation that best meets their needs for the agreed-upon scope of services within this agreement and any future addenda thereto.

Any form of compensation due a Municipal Advisor will likely present specific conflicts of interest with the Client. If Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of a transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

MSRB Contact Information

The website address of the MSRB is www.msrb.org. A municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with regulatory authorities is posted on the MSRB website.

Appendix B

General Consulting Services

As part of our Municipal Advisory relationship, Ehlers ordinarily provides Client with certain ongoing services without compensation. Examples of such services include:

- Respond to Client questions and provide general information on public finance approaches that are available under state and federal law.
- Act as a public finance resource for Client.
- Provide educational and informational materials.
- Provide current debt schedules for existing Client obligations.
- Answer questions pertaining to existing Client debt obligations.
- Provide periodic analysis of refunding opportunities.
- Participation in surveillance calls conducted by bond rating services.
- Preliminary Debt Issuance Planning:
 - Engage in discussions with Client, as needed, to develop an understanding of a possible project, the Client and Client's objectives relating thereto.
 - Identify feasible financing option(s) suitable for Client.
 - Structure possible financing option(s) and estimate the financial impact.
 - Solicit input from Client on financing options(s).
 - Revise option(s) as directed by Client.
 - Develop a customized financing plan for Client's preferred option(s).

Ehlers may charge Client for other general consulting services depending on the time needed to provide the service, the level of analysis required, or degree of complexity involved. Prior to charging Client, Ehlers will first advise Client of the anticipated charges and receive authorization to proceed. Unless another basis for compensation is agreed to by Client and Ehlers as a modification to this Appendix, Ehlers will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$350.00/hour. If the service requested by Client constitutes a new project, such as a debt issuance, Ehlers will provide a separate scope of service and fees for that project.

Examples of services for which Client may be charged include:

- Providing advice on a project or a work product as requested by Client.
- Reviewing plans, proposals, studies and other materials submitted by bankers, underwriters, engineers, accountants or other third parties where Ehlers has been designated by Client as its Independent Registered Municipal Advisor (IRMA) for purposes of allowing such third parties to operate under the IRMA exemption.
- Resolving payment related concerns with the Depository Trust Company (DTC) where Client is acting as its own paying agent.
- Assisting with the redemption of outstanding obligations where the Client has determined to pay those obligations from cash on hand or other sources.
- Providing advice to Client with respect to the terms, conditions, features or other aspects of loans or other forms of indebtedness Client seeks to obtain through private placement with a financial institution or through federal or state loan programs, and where Ehlers is not directly assisting Client with obtaining the financing.

**CITY OF MADISON
MINUTES OF THE
MADISON ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
Tuesday, January 7, 2019 - 5:00 p.m.**

Pursuant to due call and notice thereof, the regular meeting of the Madison Economic Development Authority was conducted at 5:00 p.m. on Tuesday, January 7, 2019 at the Madison Municipal Building.

Members in attendance: Commissioners Dave Amundson, Greg Monson, Maynard Meyer, Greg Thole, Scott Wanner, and Jim Connor. Members Absent: Dean Solem
Also in attendance were: City Manager Val Halvorson, City Attorney Rick Sulz, EDA Recording Secretary Sue Volk and Ryan Young, Madison Chamber representative.

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

APPROVAL OF AGENDA

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

ANNUAL MEETING

Upon motion by Connor, seconded by Monson and carried to cast a unanimous ballot of officers to be the same as 2018.

President: Dave Amundson, Vice-President: Scott Wanner, Secretary: Maynard Meyer, Assistant Secretary: recording secretary/city clerk, and Treasurer: Greg Monson, Assistant Treasurer: city clerk's office.

Upon Motion by Thole, seconded by Meyer and carried to establish the following:

*Meeting date, time and location as the first Monday of every other month at 5:00 p.m. at Madison Municipal Building Auditorium. (January, March, May, July, September, November)

*Western Guard as official newspaper

*KleinBank a division of Old National Bank and United Prairie Bank as official depositories (Monson abstained)

*Swenson, Nelson and Stulz PLLC as official legal counsel

Committee Assignments:

Finance/Loan committee: Monson, Solem, City Attorney Rick Stulz,
Industrial/Retail committee: Amundson, Meyer, Wanner, Connor
Housing/Residential committee: Wanner, Thole

NOTE: Dave Amundson expressed to the members that his term is ending December 2019 and encouraged members to begin search for a replacement.

APPROVAL OF MINUTES

Upon motion by Monson, seconded by Conner and carried the November 7, 2018 regular meeting minutes of the Madison Economic Development Authority were approved.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

No one present.

CONSENT AGENDA

The Commissioners reviewed the MEDA Eastview Apartments Financial Summary and Bills - November 2018 and December 2018, MEDA/Revenue Expense Report - November 2018, Cash/Investment Balance - November 2018, MEDA Note Status Report - November 2018 and December 2018 and SCDP Program Status Report November 2018.

Discussion on sidewalk/driveway replacement at Eastview Apartments and spring 2019 shingle project.

Discussion on Note MGD#1009 – Collom which remains delinquent.

President Amundson inquired about Lou's Lodge estimated \$4000 credit card revenue issue. City Attorney Stulz stated he is continuing to work on the issue with some progress being made with a contact person.

Upon motion by Monson, seconded by Thole and carried to approve the consent agenda.

INDEPENDENT CONTRACTOR AGREEMENT

Independent Contractor Agreement between Madison Economic Development authority and Susan Volk was presented for review. Upon motion by Thole, seconded by Connor and carried to approve contract from January 1, 2019 to December 31, 2019 as presented with no changes.

APARTMENT MANAGEMENT AGREEMENT

Agreement between Madison Economic Development authority and Dahle & Olson Realty of Madison for management services of Eastview Apartments was presented. Upon motion by Connor, seconded by Thole and carried (Monson abstained) to approve contract from January 1, 2019 to December 31, 2019 as presented with minimal changes.

LQP COUNTY EDA

City Attorney Stulz provided the group an update on the Lac qui Parle County EDA board. As of January 1, 2019 the LqP County Commissioners have elected officers and will manage the budget/finances. Stulz stated the commissioners have decided to let things settle and have continued discussion/input this summer on how to shape the future LqP County EDA.

SIEGERT DEVELOPMENT AGREEMENT

Development Agreement dated November 5, 2012 between Madison Economic Development Authority and Mark Siegert was discussed. The agreement was for the property located at 273 8th Avenue and Mr. Siegert's desire to address the storm water problem and maintain the property. Details of the agreement was a 2 stage development plan with both stages completed within five years. Madison EDA agreed to pay the outstanding assessment on the property in the amount of \$3,325.00. Siegert is no longer involved with this property. Discussion on property not being suitable for development. Upon motion by Monson, seconded by Connor and carried to write off the Development Agreement with Mark Siegert on the Note Status Report, maturity date of 10/1/17 with loan balance of \$3,686.00.

OTHER

Ryan Young provided the group an update on current Madison Chamber events. Upcoming Annual Chamber Social on Friday, January 25, 2019 at the VFW and Business After Hours/ribbon cutting at the After Five on Wednesday, January 9, 2019. Ryan also recapped recent holiday chamber events.

City Manager Halvorson gave an update on the daycare, Art Council and proposed considerations for the property by fire hall/Flags of Honor, Madison Hometown Lodge occupancy and lodging tax, Small cities development program, and continued discussions on a community facility.

Upon motion by Monson seconded by Thole and carried, the meeting adjourned at 6:30 p.m.

Dave Amundson, EDA President

ATTEST:

Sue Volk, EDA Recording Secretary



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@state.mn.us (E-Mail)
1-800-627-3529 (Relay Service)

January 3, 2019

The Honorable Greg Thole
Mayor, City of Madison
404 - 6th Avenue
Madison, Minnesota 56256-1237

Dear Mayor Thole:

Thank you for providing the City of Madison's 2017 audited financial statements and related documents to the Office of the State Auditor (OSA). The documents were reviewed as part of the annual review of City annual financial reports.

During our review of these documents, we noted that the City of Madison has a qualified opinion on the City's financial statements. Per the auditor's report, the qualified opinion is due to the City being unable to report pension amounts because the Madison Fire Relief Association has not complied with new GASB standards related to pensions. The reporting of the net pension liability and related accounts by the City are required under the Governmental Accounting Standards Board Statements 68 and 71. These statements went into effect for your financial report for the year ending December 31, 2015. We encourage you to work with your auditor and the Fire Relief Association to report this information in future financial reports.

In addition, we encourage you to resolve the audit finding and recommendation made to you by your auditors. If you have any questions, please contact Lisa Young at 651-296-4083 or by email to Lisa.Young@osa.state.mn.us.

Thank you in advance for your attention to this important matter.

Sincerely,

A handwritten signature in black ink, appearing to read "RO", with a stylized flourish at the end.

Rebecca Otto
State Auditor

cc: The Honorable Adam Conroy, City Council President
The Honorable Maynard Meyer, City Council Member
The Honorable Tim Volk, City Council Member
The Honorable Paul Zahrbock, City Council Member
Valerie Halvorson, City Manager
Meulebroeck, Taubert & Co., PLLP, Pipestone, City Auditor



Recycled paper with a minimum of
15% post-consumer waste

CITY COUNCIL CHECKLIST

1/25/2019

| 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 | No change in grant requirements | ongoing |
| LqP Players Agreement | 9/25/2017 | Meyer | KW | Agreement drafted for review | ongoing |
| City Garage | 4/20/2017 | Thole, Fernho | CM | PW is cleaning out as time allows - Sell/Fix? | ongoing |
| Hwy 40 Curbing - ask MNDOT to repair | 5/11/2015 | Zahrbock | CM, Engineer | Planned Project 2023 | ongoing |
| Recreation Facility | 5/2/2017 | EDA | CM, Conroy | Meeting 1/30/19. Committee/Ehlers/Short Elliot | ongoing |
| Daycare Shortage | 5/8/2017 | EDA | CM, Zahrbock | Waiting for State inspection. More Hires | ongoing |
| City Hall Restoration and Maintenance | 6/1/2017 | Council | CM, BM | Extension granted. Next grant due 7/2019 | ongoing |

SCHEDULED CLAIMS LIST

UP CK #57630-57648

| INVOICE# | LINE | DUE DATE | INVOICE DATE | REFERENCE | PAYMENT AMOUNT | DIST GL ACCOUNT | CK SQ |
|----------|------|----------|--------------|----------------------------------|----------------|-------------------|-------|
| | | | | BANK 1 - KLEIN/UNITED PRAIRIE | | | |
| | | | | 110 ARCTIC GLACIER USA, INC | | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | LIQ-ICE EXPENSE | 50.14 | 609 609-49750-251 | 1 |
| | | | | INVOICE TOTAL | 50.14 | | |
| | | | | VENDOR TOTAL | 50.14 | | |
| | | | | 172 BELLBOY CORPORATION | | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | LIQ-LIQUOR EXPENSE | 2,007.96 | 609 609-49750-251 | 1 |
| | | | | INVOICE TOTAL | 2,007.96 | | |
| | | | | VENDOR TOTAL | 2,007.96 | | |
| | | | | 190 BEVERAGE WHOLESALERS | | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | LIQ-LIQUOR EXPENSE | 1,792.90 | 609 609-49750-251 | 1 |
| | | | | INVOICE TOTAL | 1,792.90 | | |
| | | | | VENDOR TOTAL | 1,792.90 | | |
| | | | | 432 CARPETS N MORE | | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | CTY HALL-CARPET-VAL'S OFFICE | 1,073.00 | 101 101-41940-401 | 1 |
| | | | | INVOICE TOTAL | 1,073.00 | | |
| | | | | VENDOR TOTAL | 1,073.00 | | |
| | | | | 3381 COCA-COLA BOTTLING | | | |
| 0142319 | 1 | 1/23/19 | 1/23/19 | LIQ-POP EXPENSE | 133.25 | 609 609-49750-251 | 1 |
| | | | | INVOICE TOTAL | 133.25 | | |
| | | | | VENDOR TOTAL | 133.25 | | |
| | | | | 811 FRONTIER COMMUNICATIONS CORP | | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | WT-CIRCUIT 2/19 | 43.43 | 601 601-49400-321 | 1 |
| | | | | INVOICE TOTAL | 43.43 | | |
| | | | | VENDOR TOTAL | 43.43 | | |
| | | | | 3467 FRONTIER COMMUNICATIONS | | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | WT PLANT-PHONE 2/6/19 | 40.21 | 601 601-49400-321 | 1 |
| | 2 | | | SK RINK-PHONE 2/6/19 | 159.29 | 101 101-45124-321 | 1 |
| | 3 | | | WWT-P-ALARM-PHONE 2/6/19 | 39.83 | 602 602-49450-321 | 1 |
| | 4 | | | ADMIN-PHONE 2/6/19 | 163.52 | 101 101-41320-321 | 1 |
| | 5 | | | LIB-PHONE 2/6/19 | 102.20 | 101 101-45500-321 | 1 |
| | 6 | | | SEW-PHONE 2/6/19 | 20.44 | 602 602-49450-321 | 1 |
| | 7 | | | ELEC-PHONE 2/6/19 | 20.44 | 604 604-49570-321 | 1 |
| | 8 | | | STR-PHONE 2/6/19 | 40.88 | 101 101-43100-321 | 1 |
| | 9 | | | LIQ-PHONE 2/6/19 | 40.88 | 609 609-49750-321 | 1 |
| | 10 | | | WT-PHONE 2/6/19 | 20.44 | 601 601-49400-321 | 1 |
| | 11 | | | FIRE-PHONE 2/6/19 | 40.88 | 101 101-42200-321 | 1 |
| | 12 | | | LIB-FAX/ELEV PHONE 2/6/19 | 62.40 | 101 101-45500-321 | 1 |
| | 13 | | | PAC-PHONE 2/6/19 | 31.20 | 101 101-45180-321 | 1 |
| | 14 | | | P WORKS-PHONE 2/6/19 | 15.60 | 604 604-49570-321 | 1 |
| | 15 | | | P WORKS-PHONE 2/6/19 | 15.60 | 101 101-43100-321 | 1 |
| | | | | INVOICE TOTAL | 813.81 | | |

SCHEDULED CLAIMS LIST

| INVOICE# | LINE | DUE DATE | INVOICE DATE | REFERENCE | PAYMENT AMOUNT | DIST GL ACCOUNT | CK SQ |
|-----------|------|----------|--------------|-------------------------------------------------------------|----------------|-------------------|-------|
| | | | | VENDOR TOTAL | 813.81 | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | 1160 JOHNSON BROS-ST.PAUL LIQ-LIQUOR EXPENSE | 2,236.92 | 609 609-49750-251 | 1 |
| | | | | INVOICE TOTAL | 2,236.92 | | |
| | | | | VENDOR TOTAL | 2,236.92 | | |
| 578 | 1 | 1/24/19 | 1/24/19 | 3206 KHC CONSTRUCTION, INC SEW-VALVES/INSTALLATION/LABOR | 6,727.44 | 602 602-49450-404 | 1 |
| | | | | INVOICE TOTAL | 6,727.44 | | |
| | | | | VENDOR TOTAL | 6,727.44 | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | 1560 MADISON BOTTLING CO. LIQ-BEER EXPENSE | 8,502.65 | 609 609-49750-251 | 1 |
| | | | | INVOICE TOTAL | 8,502.65 | | |
| | | | | VENDOR TOTAL | 8,502.65 | | |
| 291513252 | 1 | 1/23/19 | 1/23/19 | 3564 McADAM'S FLOOR COVERING CTY HALL-C TILE/REMOVAL | 350.00 | 101 101-41940-401 | 1 |
| | | | | INVOICE TOTAL | 350.00 | | |
| | | | | VENDOR TOTAL | 350.00 | | |
| 012419A | 1 | 1/24/19 | 1/24/19 | 1865 MN ENERGY RESOURCES LIQ-NAT GAS 12/18 | 200.51 | 609 609-49750-380 | 1 |
| | | | | INVOICE TOTAL | 200.51 | | |
| 012419B | 1 | 1/24/19 | 1/24/19 | CTY HALL-NAT GAS 12/18 | 829.53 | 101 101-41940-380 | 1 |
| | | | | INVOICE TOTAL | 829.53 | | |
| 012419C | 1 | 1/24/19 | 1/24/19 | WT-WT PLANT-NAT GAS 12/18 | 594.93 | 601 601-49400-380 | 1 |
| | | | | INVOICE TOTAL | 594.93 | | |
| 012419D | 1 | 1/24/19 | 1/24/19 | STR-NAT GAS 12/18 | 697.05 | 101 101-43100-380 | 1 |
| | 2 | | | ELEC-NAT GAS 12/18 | 697.05 | 604 604-49570-380 | 1 |
| | | | | INVOICE TOTAL | 1,394.10 | | |
| 012419E | 1 | 1/24/19 | 1/24/19 | PR ARTS-NAT GAS 12/18 | 593.23 | 101 101-45180-380 | 1 |
| | | | | INVOICE TOTAL | 593.23 | | |
| 012419F | 1 | 1/24/19 | 1/24/19 | FIRE HALL-NAT GAS 12/18 | 292.67 | 101 101-42200-380 | 1 |
| | | | | INVOICE TOTAL | 292.67 | | |
| 012419G | 1 | 1/24/19 | 1/24/19 | FIRE-GARAGE-NAT GAS 12/18 | 321.48 | 101 101-42200-380 | 1 |
| | | | | INVOICE TOTAL | 321.48 | | |
| 012419H | 1 | 1/24/19 | 1/24/19 | LIB-NAT GAS 1/19 | 205.38 | 101 101-45500-380 | 1 |
| | | | | INVOICE TOTAL | 205.38 | | |
| | | | | VENDOR TOTAL | 4,431.83 | | |

SCHEDULED CLAIMS LIST

| INVOICE# | LINE | DUE DATE | INVOICE DATE | REFERENCE | PAYMENT AMOUNT | DIST GL ACCOUNT | CK SQ |
|----------|------|----------|--------------|-----------------------------------------------------------------|----------------|-------------------|-------|
| 486 | 1 | 1/23/19 | 1/23/19 | 1968 MONNENS EXCAVATING, LLC STR-HAUL SNOW | 935.00 | 101 101-43100-409 | 1 |
| | | | | INVOICE TOTAL | 935.00 | | |
| | | | | VENDOR TOTAL | 935.00 | | |
| 012419 | 1 | 1/24/19 | 1/24/19 | 2095 OLSON SANITATION INC. SANIT-TIPPING FEE 1/19 | 4,400.28 | 603 603-49500-384 | 1 |
| | 2 | | | SANIT-HAULING FEE 1/19 | 9,118.06 | 603 603-49500-409 | 1 |
| | | | | INVOICE TOTAL | 13,518.34 | | |
| | | | | VENDOR TOTAL | 13,518.34 | | |
| 6170069 | 1 | 1/23/19 | 1/23/19 | 2270 PLUNKETT'S INC. CTY HALL-SPRAYING 1/19 | 63.18 | 101 101-41940-401 | 1 |
| | 2 | | | AMB-SPRAYING 1/19 | 50.30 | 101 101-42200-401 | 1 |
| | 3 | | | FIRE-SPRAYING 1/19 | 52.64 | 201 201-44100-401 | 1 |
| | | | | INVOICE TOTAL | 166.12 | | |
| | | | | VENDOR TOTAL | 166.12 | | |
| 433996 | 1 | 1/24/19 | 1/24/19 | 3559 RMB ENVIRONMENTAL LABS, INC WT-CARBONACEOUS, PHOSPHORUS | 33.50 | 601 601-49400-409 | 1 |
| | 2 | | | SEW-CARBONACEOUS, PHOSPHORUS | 250.50 | 602 602-49450-409 | 1 |
| | | | | INVOICE TOTAL | 284.00 | | |
| 434187 | 1 | 1/24/19 | 1/24/19 | | 103.00 | 602 602-49450-409 | 1 |
| | | | | INVOICE TOTAL | 103.00 | | |
| | | | | VENDOR TOTAL | 387.00 | | |
| 012419 | 1 | 1/24/19 | 1/24/19 | 3022 TUCKETT DANIEL SR. ADMIN-FOLD/STUFF ENV 1/19 | 150.00 | 101 101-41320-202 | 1 |
| | | | | INVOICE TOTAL | 150.00 | | |
| | | | | VENDOR TOTAL | 150.00 | | |
| 012319 | 1 | 1/23/19 | 1/23/19 | 2940 WESTERN GUARD LIQ-ADVERTISING | 291.00 | 609 609-49750-342 | 1 |
| | | | | INVOICE TOTAL | 291.00 | | |
| | | | | VENDOR TOTAL | 291.00 | | |
| | | | | BANK 1 - KLEIN/UNITED PR TOTAL | 43,610.79 | | |
| | | | | TOTAL MANUAL CHECKS | .00 | | |
| | | | | TOTAL E-PAYMENTS | .00 | | |
| | | | | TOTAL PURCH CARDS | .00 | | |
| | | | | TOTAL ACH PAYMENTS | .00 | | |
| | | | | TOTAL OPEN PAYMENTS | 43,610.79 | | |
| | | | | GRAND TOTALS | 43,610.79 | | |

Debit Card Purchases for Council Approval

| Purchase Date | Vendor | Description | Amount | Acct # | Debit Card Holder |
|----------------------|-----------------------|---------------------------------|---------------|---------------|--------------------------|
| 1/10/2019 | USPS | ADMIN-POSTAGE SSA W2'S | \$9.09 | 101-41320-322 | Angie Amland |
| 1/14/2019 | GOLDSTAR SOFTWARE INC | ADMIN-PSQL SOFTWARE UPDATE | \$100.00 | 101-41320-309 | Kathy Weber |
| 1/11/2019 | DK DIESEL | STR-DIESEL ADDITIVE-6 GALS | \$378.84 | 101-43100-212 | Alex Geerdes |
| 1/12/2019 | AMAZON | ADMIN-DRY ERASE & CORK BOARD | \$64.02 | 101-41940-219 | Val Halvorson |
| 1/24/2019 | MMUA | ELEC-REG FOR CONF/ METER SCHOOL | \$580.00 | 604-49570-180 | Tom Bacon |