

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**  
Regular Meeting of the City Council – 5:00 P.M.  
**Monday, February 11, 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**

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A copy of the minutes of the regular meeting minutes and January 28, 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.	Senator Dahms – February 1, 2019 – receive	Page 3
B.	MRES Board Meeting – February 14, 2019 - receive	Page 4
C.	Ehlers Refunding Analysis – 2019 - receive	Page 5
D.	Computer Commuter – January 2019 – receive	Page 7
E.	Council Revenue/Expenditure – January 2019 – receive	Page 8
F.	Mobile 311 – January 2019 – receive	Page 10
G.	Liquor Store Memo – January 2019 – receive	Page 12
H.	MEDA Loan/Note Status – January 2019 – receive	Page 16
I.	Prairie 5 Rides System Snapshot – 2018 – receive	Page 17
J.	Water Plant Report – January 2019 – receive	Page 18
K.	Cash Investment Balance – January 2019 – receive	Page 19

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

**6. UNFINISHED AND NEW BUSINESS**

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

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

- C. Res 19-14 – Evaluation of Points Based Schedule. A DISCUSSION and MOTION may be in order. (Manager, Council)

- D. Res 19-15 – Closing Fund 213 – Down Payment Assistance. A DISCUSSION and MOTION may be in order. (Manager, Council)

- E. Approval of Electric Department Vehicle Purchase. A DISCUSSION may be in order. (Manager, Council)

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

**7. MANAGER REPORT (Manager)**

2020 Census Information

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Local Government Aid

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MMUA

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

General Government Meeting

Handout

**9. AUDITING CLAIMS**

A copy of the Schedule Payment Report of bills submitted January 28, 2019 through February 11, 2019 is attached for approval for Check No. 57670 through Check No. 57712 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 28, 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 28, 2019, at 5:05 p.m. in Council Chambers at City Hall. Councilmembers present were: Tim Volk, Mayor Greg Thole, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present were: City Manager Val Halvorson, City Attorney Rick Stulz, and City Clerk Kathleen Weber.

**AGENDA**

Upon motion by Zahrbock, seconded by Meyer and carried, the Agenda was approved as amended. Additions to the agenda include correction to January 14, 2019 minutes and snow removal. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Volk, seconded by Meyer and carried, minutes of the January 14, 2019, meeting were approved as revised. The name of the new daycare center was corrected to Little Eagles Daycare.

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

None.

**CONSENT AGENDA**

Upon motion by Conroy, seconded by Volk and carried, the Consent Agenda was approved as presented. Included on the Consent Agenda was the 2019 Safety Meeting Schedule as well as a Written Municipal Advisor Client Disclosure from Ehlers & Associates. This disclosure is required pursuant to MSRB Rule G-4.

**CITY COUNCIL CHECKLIST**

Council reviewed the City Council Checklist.

**Recreation Facility:** City Manager Halvorson noted that the Recreation Facility Committee, consisting of Mayor Thole and Councilmember Conroy, will be meeting on January 30<sup>th</sup> with representatives of Ehlers & Associates and SEH.

**Little Eagles Daycare:** Council was informed that Christine Enderson is still waiting for a final inspection date prior to the daycare center being able to open.

**WATER PLANT UPDATES**

City Manager Halvorson updated Council on recent issues with the water tower and water treatment plant. She noted that a circulating pump in the water tower malfunctioned causing accumulation of water in the base of the tower, which caused electrical equipment to get wet. This triggered phone alarms to public works staff and required manual operation of the tower resulting in many hours and dedication by Dean Broin, Betty Chester, and Ryan Flaten. New electronics will be purchased and installed in the water tower. Halvorson commented that it was a good thing that the filter media replacement project had been postponed.

**CITY HALL PROJECTS**

Council was updated on City Hall projects. It was noted that the break room and City Manager's office have both been painted, carpet squares installed in City Manager's office, and all office blinds replaced. Cabinets will be

installed in the break room by public works staff, saving labor costs. The business office and City Manager got new, upgraded computers. Mayor Thole noted Alex Geerdes and Todd Erp's willingness to volunteer for miscellaneous projects as needed.

#### **SNOW PLOWING**

Councilmember Conroy questioned whether snow plowing could be done in such a manner to get closer to the curbs. Council discussed the fact that we received a wet, heavy snow which froze and has made it difficult. Mayor Thole said he prefers they stay away from the curbs a little as the plow is often times the reason that curbs get broken. Councilmember Volk expressed his opinion that Madison's streets are pretty good compared to neighboring cities he's driven in recently for work. Councilmember Meyer noted a vehicle that was parked on the street during the snow removal process that did not get moved. The cities of Appleton and Ortonville both tow cars, with no notice, if parked on city streets after snowfall.

#### **CITY MANAGER REPORT**

**Comp Time:** City Manager Halvorson pointed out to Council that public works staff has been very busy with snow removal and water tower issues resulting in a build-up of a large amount of compensatory time. She noted that she is allowing them to roll-over their balance and not forcing them to use it up by a specific timeline.

**Skating Rink:** Council was informed that the skating rink is open for business.

**LqP County Food Shelf:** Council acknowledged a thank you from the Lac qui Parle County food shelf to city staff who made donations at the staff Christmas gathering.

**LqP County Emergency Manager:** City Manager Halvorson informed Council that she sat down with Lane Johnson, Lac qui Parle County's Emergency Manager, to review activities and goals.

**Meetings:** Council was informed that City Manager Halvorson will be attending an MCMA meeting on Friday of this week, Line Department staff will be attending an MMUA meeting being held in Marshall, and City Clerk Weber will be attending the MCFOA Conference in March.

#### **MAYOR/COUNCIL REPORTS**

None.

#### **DISBURSEMENTS**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between January 15 and January 28<sup>th</sup>, 2019. These disbursements include United Prairie Check Nos. 57555-57669.

There being no further business, meeting adjourned at 5:35 p.m.

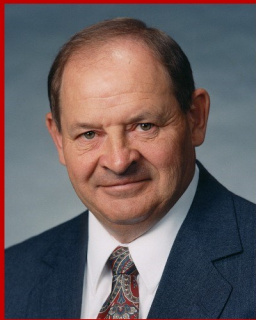
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Greg Thole – Mayor

**ATTEST:**

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Kathleen Weber – City Clerk



# STATE SENATOR GARY DAHMS



Proudly Serving the Residents of District 16

E-Newsletter

February 1, 2019

## MEET OUR INTERN

Senate Internships introduce college students to the legislative process and to the internal workings of a specific senator's office. Our intern for this year's legislative session is Ashley DeBoer from Little Rock, Iowa. She is a senior at Bethel University and will graduate in May with a Bachelor of Arts Degree in Business and Political Science.

Ashley was raised on a farm three miles from the Minnesota border. While growing up on the farm, she learned how farmers' lives are impacted by government regulations and policies. Through her internship, Ashley wants to experience the legislative process first-hand and learn how agriculture policies are made.



## HIGHWAY 14 FUNDING BILL INTRODUCED

On Thursday, **Senate File 703** was introduced. The bill is chief authored by Senator Dahms and has strong bipartisan support from legislators along the Highway 14 corridor.

Senate File 703 provides \$85 million in state trunk highway bonding funds to expand the 12-mile segment of Highway 14 between Nicollet and New Ulm from two lanes to four. The bill was referred to the Senate Capital Investment Committee.

## SENATOR DAHMS RECEIVES AWARD



On January 19, the Minnesota Federation of County Fairs (MFCF) bestowed Senator Dahms with their "Friend of the County Fairs" award at their annual convention. MFCF is an association representing all of Minnesota's 91 county fairs.

"We would like to thank Senator Dahms for being a champion for our fairs in the Minnesota Senate," said Ray Erspamer, President of MFCF. "We can't do it without people like him."

This session, Senator Dahms is chief author of **Senate File 741**. The bill offers County Agriculture Societies a sales tax exemption for all sales made during the days of the county fair. *Photo and article courtesy of A.J. Deurr.*

## FFA AGRICULTURAL EXPERIENCE COMES TO THE CAPITOL



From left to right: Isaac Huiras (Sleepy Eye), Sen. Dahms, Mike Ludewig (Sleepy Eye), and Kegan Zimmermann (Red Rock Central, also the current MN FFA State Vice President)

In its eighth year, the Minnesota FFA Agricultural Policy Experience (APEX) conference encouraged and challenged almost 40 students to increase their current knowledge of issues in agriculture in order to become an active leader in their communities. During this prestigious

experience, students had the opportunity to visit with Department of Agriculture staff, legislators in the House of Representatives and Senate, as well as agriculture leaders. The culminating activity for students was a mock agriculture committee experience where students debated bills they created. The students also hosted a legislative reception where they had the chance to interact with legislators and state department leaders. Political leaders and agriculture industry representatives attended this reception to connect with students and hear their stories in agricultural education. *Photo and article courtesy of Kari Schwab, Minnesota Agricultural Education Council (MAELC).*



Overregulation in government



Southwest Minnesota State University students, faculty, and staff

## THANK YOU FOR VISITING US AT THE CAPITOL



Terry Gaalswyk, President of MnWest Community and Technical College with Senator Bill Weber (R – Luverne)



Nick Johnson, City of Fairfax  
Dave Smiglewski and Crystal Johnson, City of Granite Falls



Minnesota Municipal Utilities Association

## FOLLOW ME ONLINE



**EHLERS**

LEADERS IN PUBLIC FINANCE

January 31, 2019

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

RE: Potential Refunding of Existing Bonds

As your Municipal Advisor one of the services we provide is to monitor your outstanding bond issues and alert you to any potential refunding opportunities. An updated status report for your outstanding debt is attached. It includes general information about your existing debt and a brief comment regarding potential savings based on current market conditions. We will continue to monitor your issues on an ongoing basis and will contact you if we identify refunding opportunities that merit consideration.

If you have any questions about this information, please contact me.

Sincerely,

Ehlers

Todd Hagen CIPMA  
Senior Municipal Advisor/ Vice President

Rebecca Kurtz CIPMA  
Senior Municipal Advisor/ Vice President



**City of Madison**  
Status Report on Refunding of Existing Bond Issues

Original Bond Amount	Title	Call Date	Callable Amount	Callable Rates		Status
				Low	High	
\$793,000	Rural Development Loan of 2012	05/29/2012	\$725,000	3.375%	3.375%	As of January 31, 2019, we estimate that a current refunding would not generate sufficient savings to be considered.
\$1,074,997	Clean Water State Revolving Fund Loan (MN PFA), 2015	-	-	-	-	These bonds are not callable.
\$6,710,000	General Obligation Refunding Bonds, Series 2015A	01/01/2023	\$5,510,000	3.000%	4.000%	As of January 31, 2019, we estimate that this refunding would not generate sufficient savings to be considered.
\$1,485,000	General Obligation Refunding and Water Revenue Bonds, Series 2016A	02/01/2025	\$530,000	2.250%	3.000%	As of January 31, 2019, we estimate that this refunding would not generate sufficient savings to be considered.

## **LqP Computer Commuter**

### **February 2019 Update**

Please find the community totals for January.

40 people came on board the LqP Computer Commuter this month. We gained 2 new users, one each in Boyd and Madison.

The LqP Computer Commuter follows weather related school closures, late starts and early outs. The bus did not run Monday, January 21 due to weather, missing visits to Madison and Marietta. The bus did not operate Monday – Wednesday, Jan 28-30, because of frigid temperatures, missing visits to all 6 communities.

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

### **January 2019 Attendance**

	Jan 1	Jan 7	Jan 14	Jan 21	Jan 28	Totals
<b>Bellingham</b>	Holiday	0	1	0	Cancelled	1
<b>Boyd</b>	3	3	3	4	Cancelled	13
<b>Dawson</b>	1	3	5	2	Cancelled	11
<b>Madison</b>		2	1	Cancelled	Cancelled	3
<b>Marietta</b>		2	1	Cancelled	Cancelled	3
<b>Nassau</b>	Holiday	2	2	5	Cancelled	9
<b>Totals</b>	4	12	13	11	-	40

**REVENUE REPORT**  
**CALENDAR 1/2019, FISCAL 1/2019**

PCT OF FISCAL YTD 8.3%

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	.00	53,898.59	53,898.59	.00	53,898.59-
	AMBULANCE TOTAL	.00	3,254.10	3,254.10	.00	3,254.10-
	SCDP GRANT REVOLVING LOAN TOTA	.00	331.48	331.48	.00	331.48-
	SCDP GRANT 2017 ADMIN TOTAL	.00	34,469.56	34,469.56	.00	34,469.56-
	EDA TOTAL	.00	1,177.00	1,177.00	.00	1,177.00-
	EDA REVOLVING LOAN FUND TOTAL	.00	109.77	109.77	.00	109.77-
	INFRA. REPLACE. DEBT SERV TOTA	.00	2,783.05	2,783.05	.00	2,783.05-
	2015 GO REFUNDING DS TOTAL	.00	8,360.23	8,360.23	.00	8,360.23-
	WATER TOTAL	.00	39,462.11	39,462.11	.00	39,462.11-
	SEWER TOTAL	.00	35,328.17	35,328.17	.00	35,328.17-
	SANITATION TOTAL	.00	17,634.63	17,634.63	.00	17,634.63-
	ELECTRIC UTILITY TOTAL	.00	128,280.69	128,280.69	.00	128,280.69-
	STORM SEWER TOTAL	.00	12,347.40	12,347.40	.00	12,347.40-
	LIQUOR TOTAL	.00	29,436.81	29,436.81	.00	29,436.81-
	EASTVIEW APARTMENTS TOTAL	.00	1,377.53	1,377.53	.00	1,377.53-
	REVENUE BY FUND SUMMARY	=====	=====	=====	=====	=====
		.00	368,251.12	368,251.12	.00	368,251.12-
		=====	=====	=====	=====	=====

**BUDGET REPORT**  
**CALENDAR 1/2019, FISCAL 1/2019**

PCT OF FISCAL YTD 8.3%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	.00	87,077.46	87,077.46	.00	87,077.46-
	AMBULANCE TOTAL	.00	4,809.92	4,809.92	.00	4,809.92-
	SCDP GRANT REVOLVING LOAN TOTA	.00	279.89	279.89	.00	279.89-
	SCDP GRANT 2017 ADMIN TOTAL	.00	34,378.75	34,378.75	.00	34,378.75-
	INFRA. REPLACE. DEBT SERV TOTA	.00	333,855.00	333,855.00	.00	333,855.00-
	2016 GO REF/WT REV DS TOTAL	.00	130,606.25	130,606.25	.00	130,606.25-
	WATER TOTAL	.00	43,946.50	43,946.50	.00	43,946.50-
	SEWER TOTAL	.00	47,052.40	47,052.40	.00	47,052.40-
	SANITATION TOTAL	.00	15,509.32	15,509.32	.00	15,509.32-
	ELECTRIC UTILITY TOTAL	.00	134,643.28	134,643.28	.00	134,643.28-
	STORM SEWER TOTAL	.00	8,835.38	8,835.38	.00	8,835.38-
	LIQUOR TOTAL	.00	34,152.97	34,152.97	.00	34,152.97-
	EASTVIEW APARTMENTS TOTAL	.00	84,137.49	84,137.49	.00	84,137.49-
	EXPENSES BY FUND SUMMARY	=====	=====	=====	=====	=====
		.00	959,284.61	959,284.61	.00	959,284.61-
		=====	=====	=====	=====	=====

## JANUARY 2019 311 MONTHLY COUNCIL REPORT

Status	Address Number	Street Name	Work Type	Date Flagged	Flagged By	Modified Date	Last Modified By	Description	Comments
New Request	415	7TH AVE	Parking (Snow)	1/28/2019 9:40:02 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 8:40:16 AM	alex.geerdes@ci.madison.mn.us		
New Request	410	7TH AVE	Parking (Snow)	1/28/2019 9:35:09 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 8:35:23 AM	alex.geerdes@ci.madison.mn.us		
New Request	401	7TH AVE	Parking (Snow)	1/28/2019 9:34:18 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 8:34:32 AM	alex.geerdes@ci.madison.mn.us		
New Request	316	2ND ST	Parking (Snow)	1/28/2019 9:17:31 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 8:34:15 AM	alex.geerdes@ci.madison.mn.us		
New Request	121	3RD ST E	Parking (Snow)	1/28/2019 6:46:41 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 5:46:52 AM	alex.geerdes@ci.madison.mn.us		
New Request	321	2ND AVE	Parking (Snow)	1/28/2019 6:06:32 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 5:06:42 AM	alex.geerdes@ci.madison.mn.us		
New Request	1012	4TH AVE	Parking (Snow)	1/28/2019 5:57:13 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 4:57:24 AM	alex.geerdes@ci.madison.mn.us		
New Request	518	3RD AVE	Parking (Snow)	1/28/2019 5:42:28 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 4:43:00 AM	alex.geerdes@ci.madison.mn.us		
New Request	224	2ND ST	Parking (Snow)	1/28/2019 5:39:09 AM	alex.geerdes@ci.madison.mn.us	1/28/2019 4:39:41 AM	alex.geerdes@ci.madison.mn.us		
New Request	1012	4TH AVE	Parking (Snow)	1/22/2019 7:44:40 AM	alex.geerdes@ci.madison.mn.us	1/22/2019 6:44:51 AM	alex.geerdes@ci.madison.mn.us		
New Request	515	3RD AVE	Parking (Snow)	1/22/2019 7:32:56 AM	alex.geerdes@ci.madison.mn.us	1/22/2019 6:33:20 AM	alex.geerdes@ci.madison.mn.us		
New Request	224	3RD AVE	Parking (Snow)	1/22/2019 7:29:34 AM	alex.geerdes@ci.madison.mn.us	1/22/2019 6:30:03 AM	alex.geerdes@ci.madison.mn.us		
New Request	306	5TH ST	Parking (Snow)	1/19/2019 6:33:36 PM	alex.geerdes@ci.madison.mn.us	1/19/2019 6:33:36 PM	alex.geerdes@ci.madison.mn.us		
New Request	306	5TH ST	Parking (Snow)	1/19/2019 6:32:18 PM	alex.geerdes@ci.madison.mn.us	1/19/2019 6:32:18 PM	alex.geerdes@ci.madison.mn.us		
Complete	507	3RD AVE	Snow Removal	1/19/2019 6:31:29 PM	alex.geerdes@ci.madison.mn.us	1/19/2019 6:31:30 PM	alex.geerdes@ci.madison.mn.us		

Complete	2355	241ST AVE	Maintenance	1/16/2019 10:44:26 AM	ryan.flaten@ci.madison.mn.us	1/16/2019 10:44:27 AM	ryan.flaten@ci.madison.mn.us	Wasting Clarifiers	wasted Clarifiers for 2 and a half hours. Both north and south Clarifier were at 2-3 feet of sludge.
Complete	2355	241ST AVE	Maintenance	1/15/2019 1:24:29 PM	dean.broin	1/15/2019 1:24:30 PM	dean.broin	WWTP wasting	Wasted out of north clarifier for one hour till KHC construction showed up to replace RAS valves
New Request	2355	241ST AVE	Maintenance	1/15/2019 1:21:04 PM	dean.broin	1/15/2019 1:21:04 PM	dean.broin	Valve replacement above all 3 RAS pumps.	KHC construction replaced 3 chain valves above RAS pumps in basement. The 3 pumps were original since plant was built.
New Request	120	9TH AVE	Street Light Out - Electric	1/14/2019 3:26:32 PM	linedept	1/14/2019 3:26:32 PM	linedept		Replaced with led
Complete	1121	1ST AVE N	Street Light Out - Electric	1/10/2019 3:12:46 PM	linedept	1/14/2019 3:27:00 PM	linedept		Replaced bulb
Complete	2355	241ST AVE	Maintenance	1/9/2019 9:02:31 AM	dean.broin	1/9/2019 9:02:32 AM	dean.broin	Return activated sludge pump lost prime on 1/8/19 at 8:00am.	North RAS pump lost prime. Got it back on line 1/9/19.
Complete		Hwy 40	Backup	1/9/2019 8:47:54 AM	dean.broin	1/9/2019 8:47:55 AM	dean.broin	City of Marietta sewer backup on 1/4/2019	Lyndon Fitzpatrick called me to jet a city sewer for them. Ended up being home owners line that was plugged.
New Request	717	2ND AVE	Tree Trimming	1/2/2019 10:01:05 AM	kathy.weber	1/2/2019 10:01:05 AM	kathy.weber	Mike Steinborn asked that Line Dept look at power line to house as there are tree branches around it. If needed, his phone # is 320-226-8486.	
New Request	0		Parking (Snow)	12/27/2018 7:52:39 AM	alex.geerdes@ci.madison.mn.us	1/7/2019 8:35:50 AM	madison@ci.madison.mn.us		
Complete	804	6TH ST	Street Light Out - Electric	12/26/2018 1:37:07 PM	linedept	1/10/2019 3:12:27 PM	linedept		Replaced bulb and eye
Complete	201	6TH AVE	Street Light Out - Electric	12/26/2018 8:48:54 AM	linedept	1/10/2019 3:12:27 PM	linedept		Replaced lite with led
Complete	0	Museum	Electric - Other	12/21/2018 11:19:20 AM	linedept	1/10/2019 3:12:27 PM	linedept		Replaced street lite bulb and eye.

<b><u>Liquor Fund - Year End Financial Sheet</u></b>		<b>Year End 2018</b>
Operating Revenues		
Off Sale Liquor		\$138,708.00
Off Sale Beer		\$266,665.00
Mix, Ice, Etc.		\$9,053.00
<b>Total Operating Revenue</b>		<b>\$414,426.00</b>
<b><u>Cost of Sales</u></b>		
Beginning Inventory-January 1		\$36,390.00
Purchases		\$297,333.00
Freight		\$1,687.00
Merchandise Available for Sale		\$335,410.00
Less: Ending Inventory-December 31		\$28,448.00
<b>Total Cost of Sales</b>		<b>\$306,962.00</b>
<b>Gross Profit</b>		<b>\$107,464.00</b>
<b><u>Operating Expenses</u></b>		
Salaries		\$58,040.00
Employee Benefits		\$10,344.00
Advertising		\$3,334.00
Dues and Subscriptions		\$941.00
Insurance		\$2,077.00
Licenses & Taxes		\$20.00
Professional Services		\$7,803.00
Supplies		\$227.00
Telephone		\$1,284.00
Utilities		\$6,758.00
Depreciation		\$6,019.00
<b>Total Operating Expenses</b>		<b>\$96,847.00</b>
<b>Net Income (Loss) From Operations</b>		<b>\$10,617.00</b>
<b><u>Non-Operating Revenues (Expenses)</u></b>		
Interest Income		\$1,059.00
Refunds and Reimbursements		\$0.00
Capital Purchases-Camera Issues		-\$2,738.00
Transfer Out		-\$15,000.00
<b>Total Non-Operating Revenues (Expenses)</b>		<b>-\$16,679.00</b>
<b>Net Income (Loss)</b>		<b>-\$6,062.00</b>
Retained Earnings-January 1		\$111,173.00
Retained Earnings-December 31		\$105,111.00

**CITY OF MADISON  
MUNICIPAL LIQUOR STORE**

**LIQUOR DISPENSARY REPORT  
Statement for the month of December 2018**

<b>SALES</b>	<b>2017</b>	<b>2018</b>	<b>% of Sales</b>	<b>2017 YTD</b>	<b>2018 YTD</b>	<b>% of Sales</b>
Liquor	15668.41	17716.24	42.28%	132,398.17	138,707.86	33.47%
Beer	23681.51	23469.12	56.01%	273,352.13	266,664.85	64.35%
Mix, Ice, Etc.	501.44	718.65	1.71%	7,613.46	9,052.62	2.18%
<b>TOTAL SALES</b>	<b>39851.36</b>	<b>41,904.01</b>	<b>100.00%</b>	<b>413,363.76</b>	<b>414,425.33</b>	<b>100.00%</b>
<b>COST OF SALES</b>						
Inventory at 1st of month	49193.50	31929.54	76.20%	539,039.55	421,109.39	101.61%
Purchases	14134.45	53714.50	128.18%	279,395.02	297,333.03	71.75%
Freight	121.20	240.80	0.57%	2012.60	1687.00	0.41%
Inventory at end of month	36390.32	28448.00	67.89%	543,849.61	413,166.59	99.70%
<b>TOTAL COST OF SALES</b>	<b>27058.83</b>	<b>57,436.84</b>	<b>137.07%</b>	<b>276,597.56</b>	<b>306,962.83</b>	<b>74.07%</b>
<b>GROSS PROFIT</b>	<b>12792.53</b>	<b>-15,532.83</b>	<b>-37.07%</b>	<b>136,766.20</b>	<b>107,462.50</b>	<b>25.93%</b>
<b>OPERATING EXPENSE</b>						
Labor	3998.78	3554.14	8.48%	53,067.99	58,039.56	14.00%
PERA	82.07	98.82	0.24%	1,099.14	1,274.80	0.31%
FICA	305.92	271.89	0.65%	4,059.93	4,437.62	1.07%
Mandatory Medicare	0.00		0.00%	0.00	0.00	0.00%
Worker's Compensation	0.00		0.00%	2,034.00	1,626.42	0.39%
City Health Insurance	424.58	249.60	0.60%	5,058.20	3,015.55	0.73%
General Supplies	45.81		0.00%	237.34	227.16	0.05%
* Audit Service	83.33	83.37	0.20%	999.96	1,000.00	0.24%
Dues & Subscriptions	0.00		0.00%	941.00	941.00	0.23%
Licenses & Taxes	0.00		0.00%	20.00	20.00	0.00%
Telephone & Internet	71.95	112.69	0.27%	1,078.81	1,283.55	0.31%
Advertising	752.38	240.00	0.57%	4,414.14	3,333.50	0.80%
Utilities	1083.53	1213.22	2.90%	6,179.13	6,758.06	1.63%
* Property Insurance	129.92	133.75	0.32%	1,559.04	1,605.00	0.39%
Training	0.00		0.00%	0.00	0.00	0.00%
Building Maint.	0.00		0.00%	232.10	0.00	0.00%
Equipment Maint.	262.50		0.00%	2,938.27	859.99	0.21%
Contractual Services	491.22	551.40	1.32%	5,854.18	6,803.42	1.64%
Travel	0.00		0.00%	0.00	0.00	0.00%
* Dram Shop Insurance	43.00	39.33	0.09%	516.00	472.00	0.11%
Miscellaneous	2121.25		0.00%	2,121.25	1,877.78	0.45%
Depreciation	473.87	501.61	1.20%	5,686.44	6,019.32	1.45%
<b>TOTAL OPERATING EXPENSE</b>	<b>10370.11</b>	<b>7049.82</b>	<b>16.82%</b>	<b>98,096.92</b>	<b>99,594.73</b>	<b>24.03%</b>
<b>Operating Income</b>	<b>2422.42</b>	<b>-22,582.65</b>	<b>-53.89%</b>	<b>38,669.28</b>	<b>7,867.77</b>	<b>1.90%</b>
<b>Nonoperating Revenues:</b>						
Interest Income	0		0.00%			0.00%
<b>NET INCOME</b>	<b>2422.42</b>	<b>-22,582.65</b>	<b>-53.89%</b>	<b>38,669.28</b>	<b>7,867.77</b>	<b>1.90%</b>

\* Standard values per month

**CITY OF MADISON  
MUNICIPAL LIQUOR STORE**

**LIQUOR DISPENSARY REPORT**  
Statement for the month of January 2019

<b>SALES</b>	<b>2018</b>	<b>2019</b>	<b>% of Sales</b>	<b>2018 YTD</b>	<b>2019 YTD</b>	<b>% of Sales</b>
Liquor	9960.00	11047.12	37.53%	9,960.00	11,047.12	37.53%
Beer	17789.39	17656.63	59.98%	17,789.39	17,656.63	59.98%
Mix, Ice, Etc.	401.18	733.06	2.49%	401.18	733.06	2.49%
<b>TOTAL SALES</b>	<b>28150.57</b>	<b>29,436.81</b>	<b>100.00%</b>	<b>28,150.57</b>	<b>29,436.81</b>	<b>100.00%</b>
<b>COST OF SALES</b>						
Inventory at 1st of month	36390.80	28318.23	96.20%	36,390.80	28,318.23	96.20%
Purchases	14495.56	16515.31	56.10%	14,495.56	16,515.31	56.10%
Freight	151.80	190.00	0.65%	151.80	190.00	0.65%
Inventory at end of month	32177.28	25970.87	88.23%	32,177.28	25,970.87	88.23%
<b>TOTAL COST OF SALES</b>	<b>18860.88</b>	<b>19,052.67</b>	<b>64.72%</b>	<b>18,860.88</b>	<b>19,052.67</b>	<b>64.72%</b>
<b>GROSS PROFIT</b>	<b>9289.69</b>	<b>10,384.14</b>	<b>35.28%</b>	<b>9,289.69</b>	<b>10,384.14</b>	<b>35.28%</b>
<b>OPERATING EXPENSE</b>						
Labor	5813.09	5686.05	19.32%	5,813.09	5,686.05	19.32%
PERA	157.32	155.10	0.53%	157.32	155.10	0.53%
FICA	444.39	434.95	1.48%	444.39	434.95	1.48%
Mandatory Medicare	0.00		0.00%	0.00	0.00	0.00%
Worker's Compensation	0.00		0.00%	0.00	0.00	0.00%
City Health Insurance	251.45	298.63	1.01%	251.45	298.63	1.01%
General Supplies	3.00	70.77	0.24%	3.00	70.77	0.24%
* Audit Service	83.33	83.33	0.28%	83.33	83.33	0.28%
Dues & Subscriptions	391.00	381.00	1.29%	391.00	381.00	1.29%
Licenses & Taxes	0.00		0.00%	0.00	0.00	0.00%
Telephone & Internet	71.95	112.83	0.38%	71.95	112.83	0.38%
Advertising	440.60	291.00	0.99%	440.60	291.00	0.99%
Utilities	225.97	722.45	2.45%	225.97	722.45	2.45%
* Property Insurance	133.75	133.75	0.45%	133.75	133.75	0.45%
Training	0.00		0.00%	0.00	0.00	0.00%
Building Maint.	0.00	16.50	0.06%	0.00	16.50	0.06%
Equipment Maint.	16.50		0.00%	16.50	0.00	0.00%
Contractual Services	753.35	610.14	2.07%	753.35	610.14	2.07%
Travel	0.00		0.00%	0.00	0.00	0.00%
* Dram Shop Insurance	39.33	39.33	0.13%	39.33	39.33	0.13%
Miscellaneous	0.00		0.00%	0.00	0.00	0.00%
Depreciation	473.87	501.61	1.70%	473.87	501.61	1.70%
<b>TOTAL OPERATING EXPENSE</b>	<b>9298.90</b>	<b>9537.44</b>	<b>32.40%</b>	<b>9,298.90</b>	<b>9,537.44</b>	<b>32.40%</b>
<b>Operating Income</b>	<b>-9.21</b>	<b>846.70</b>	<b>2.88%</b>	<b>-9.21</b>	<b>846.70</b>	<b>2.88%</b>
<b>Nonoperating Revenues:</b>						
Interest Income	0		0.00%			0.00%
<b>NET INCOME</b>	<b>-9.21</b>	<b>846.70</b>	<b>2.88%</b>	<b>-9.21</b>	<b>846.70</b>	<b>2.88%</b>

\* Standard values per month



CITY OF

**MADISON**

■ 404 6th Avenue  
■ [www.ci.madison.mn.us](http://www.ci.madison.mn.us)

■ Madison, Minnesota 56256

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

**To:** City Administrator Val Halvorson

**From:** Dale Hiepler, Liquor Store Manager

**Date:** February 4, 2019

**Re:** January 2019 Sales

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January sales were \$29,437 compared to \$28,151 last year; a \$1,286 increase.

Beer sales remained about the same, while the liquor sales increased by \$1,087. Of that \$1,087 amount in the liquor line, we showed a \$846 increase in the wine category. The rest of the increase comes in the miscellaneous line, with a \$333 increase.

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

January 31, 2019

**MEDA LOANS (REVOLVING LOAN FUND)**

LOAN NAME	NOTE #	FINAL MATURITY	ORIG LOAN Amount	MONTHLY PAYMENT	DAY DELINQ	AMOUNT DELINQ	BALANCE
Natalie Collom	MGD#1009	12/01/21	\$10,000.00	\$142.08	791	\$3,694.86	\$10,000.00
Mtech Service & Repair L	MGD#1008		\$29,400.00	\$283.07			\$12,812.61
Mark Siegert	Dev Agreemnt	10/01/17	\$3,686.00	1st Stage 2 yrs	10/1/2014		
				2nd Stage 5 yrs	10/1/2017	\$3,686.00	
Susana C. Wittnebel	MGD#1010	10/15/23	\$2,500.00	tax assessmen			\$1,870.57
Pantry Café	MGD#1011	12/01/19	\$3,703.59	\$110.75			\$1,188.64
LqP Ag Society/Fair Board	10 year no interest loan		\$85,000.00	\$3000/year			\$27,000.00
<b>TOTAL MEDA LOANS (REVOLVING LOAN FUND)</b>						<b>\$7,380.86</b>	<b>\$52,871.82</b>

**MEDA DWM PAY LOANS (CITY)**

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

**MEDA DWM PAY LOANS (STATE)**

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

**TOTAL DELINQUENCIES    \$7,380.86**

**FUND BALANCE AVAILABILITY**

		DWN PAY LOANS (CITY)	DWM PAY LOANS (STATE)	TOTALS
<b>Fund Balance</b>	\$162,177.65	\$0.00	\$0.00	\$162,177.65
<b>Less Loans Outstanding</b>	\$52,871.82	\$0.00	\$0.00	\$52,871.82
<b>Less Other Assets</b>		\$0.00	\$0.00	\$0.00
<b>Funds Available</b>	<b>\$109,305.83</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$109,305.83</b>

<b>TOTAL CHECKING &amp; INVESTMENTS OR FUNDS AVAILABLE FOR LENDING</b>	<b>1/31/2019</b>	<b>\$109,305.83</b>
--	------------------	---------------------

**FUND BALANCE INCOME**

January 19 Int	\$109.77	April 19 Int		July 19 Int		October 19 Int	
February 19 Int		May 19 Int		August 19 Int		November 19 Int	
March 19 Int		June 19 Int		September 19 Int		December 19 Int	

**2019 YTD Interest    \$109.77**

# DRAFT

## **PRAIRIE FIVE RIDES** **SYSTEM SNAPSHOT – 2018**

**Vehicles:** 21 class 400 buses (13 with 2 wheelchair positions per bus) (8 buses with 3 wheelchair positions per bus) + 7 Vans with one wheelchair position

**System Class:** Small Urban and Multi-county 5311

**Volunteer Drivers:** 19

**Maintenance Supervisor:** 1 Full time

**Maintenance Assistant:** 1 Full time

**Bus Drivers:** 8 Full time and 28 Part time

**Regional Supervisor:** 1 Full time

**Dispatchers:** 5 Full time, 1 Part time

**Area of Service:** Cities of: Appleton, Benson, Canby, Dawson, Madison, Montevideo, Ortonville. Counties of: Big Stone, Chippewa, Lac qui Parle, Swift, Yellow Medicine.

**Out of Area Locations:** Limited Bus/Van Service to the Twin Cities Monday, Wednesday, Friday as well as Willmar, St Cloud and Marshall on demand. Statewide with Volunteer Drivers, we also go into North and South Dakota with our Volunteer Driver Program.

**Days of Service:** City bus service available Monday-Friday 7:00 a.m. to 5:00 p.m. in Appleton, Benson, Canby, Dawson, Madison, Montevideo, and Ortonville.

Regional transportation available Monday-Friday, 6:00 a.m. to 10.00 p.m. with volunteers/vans.

**Base Fare:** City: \$1.50 one-way; w/ discounts for passes and punch cards; Regional transportation: \$.40 per mile for adults, \$.35 per mile for children, and \$.25 per mile for seniors. Contract rate is \$.83; our current hourly rate is \$50.00 per hour. One-way fare trips get charged 1.5 times the per mile rate.

**Operating Class:** Dial-a-Ride / Curb-to-Curb

**Prairie Five Rides Stats for 2018:**

With Bus, Van and Volunteer drivers we provided 689,831 miles of service with 165,228 rides.

**Volunteer Drivers:**

The program could always use more volunteer drivers. Current numbers of volunteers by county are; 7 in Lac qui Parle, 5 in Swift, 4 in Yellow Medicine, 2 in Big Stone, and 1 in Chippewa.

**Punch Cards:** (These are a list of the punch cards we offer at a reduced fare rate)

City Monthly Pass: Unlimited Rides \$30.00

Summer Pass (K-12): Unlimited Rides \$40.00

Punch Card (K-12): 25 punches for \$20.00

Public Punch Card: 20 Punches for \$20.00

Senior Punch Card: 16 Punches for \$10.00

**Family Yearly passes:** (unlimited rides for the kids to and from school in town)

1 child = \$160.00      2 children = \$225.00

3 or more children = \$305.00

# Water Plant Monthly Report

Year: 2019

		January	February	March	April	May	June	July	August	September	October	November	December	Year End Total
Aqua Hawk	Used (gal)	22												22
	Cost	\$186.78												\$186.78
KMNo4	Used (lbs)	323												323
	Cost	\$1,211.25												\$1,211.25
Anti Scalant	Used (gal)	30												30
	Cost	\$1,449.00												\$1,449.00
Poli-phosphate	Used (gal)	44												44
	Cost	\$557.92												\$557.92
Chlorine	Used (lbs)	81												81
	Cost	\$76.95												\$76.95
Naico 7768 Polymer	Used (gal)	2.7												2.7
	Cost	\$73.44												\$73.44
Flouride	Used (gal)	16												16
	Cost	\$81.28												\$81.28
Sodium meti-Bisulfate	Used (lbs)	7												7
	Cost	\$9.87												\$9.87
R <sub>o</sub> O <sub>u</sub> Pre-Filters	Used (case)	0												0
	Cost	\$0.00												\$0.00
RO Cleaner P 703 low Ph	Used	0												0
	Cost	\$0.00												\$0.00
Sodium Hydroxide	Used (gal)	0												0
	Cost	\$0.00												\$0.00
RO Cleaner p111 High Ph	Used (lbs)	0												0
	Cost	\$0.00												\$0.00
Caustic Soda 50% & 30%	Used (gal)	8.54												8.54
	Cost	\$725.90												\$725.90
Hydrachloric Acid 31%	Used (gal)	0												0
	Cost	\$0.00												\$0.00

Well gal Pumped	x1000	4812												4812
Hi service gal, pumped	x1000	3163												3163
Gallons to Waste	x1000	1018												1018
RC membrane gal pumped	x1000	3324												3324
Backwash gal pumped	x1000	644												644
w. p water meter gallons	Actual	158290												158290
Treated accounted gal	Actual	0												0
Soft Water gal sold	Actual	0												0
Baseball Field well gal	Actual	0												0

**Cash and Investment Balances**  
**Date: JANUARY 31, 2019**

<b>Fund</b>	<b>Acct No.</b>	<b>Cash Balance</b>	<b>Acct No.</b>	<b>KleinBank MM</b>	<b>Acct No.</b>	<b>First Empire</b>	<b>Acct Number</b>	<b>Cetera</b>	
General Fund	101-10100	\$ 880,744.56	101-10107	\$ 2,641.33	101-10111	\$ 101,000.00	101-10112	\$ -	\$ 984,385.89
Ambulance Fund	201-10100	\$ (75,179.82)	201-10107	\$ -	201-10111	\$ -	201-10112	\$ 200,000.00	\$ 124,820.18
EDA Fund	211-10100	\$ 15,744.02	211-10107	\$ -	211-10111	\$ -	211-10112	\$ -	\$ 15,744.02
Sewer Sys replace	225-10100	\$ 113,415.19	305-10107	\$ -	305-10111	\$ -	305-10112	\$ -	\$ 113,415.19
2009 GO Temp. Imp.	308-10100	\$ 1,915.67	308-10107	\$ -	308-10111	\$ -	308-10112	\$ -	\$ 1,915.67
Inf. Replace. DS	350-10100	\$ (33,693.51)	350-10107	\$ -	350-10111	\$ -	350-10112	\$ -	\$ (33,693.51)
2015 GO Refunding	351-10100	\$ 57,065.58	351-10107	\$ -	351-10111	\$ -	351-10112	\$ -	\$ 57,065.58
2016 GO Ref/Wt Rev	353-10100	\$ (102,438.12)	353-10107	\$ -	353-10111	\$ -	353-10112	\$ -	\$ (102,438.12)
Cult & Rec Capital	420-10100	\$ 56,586.74	601-10107	\$ -	601-10111	\$ -	601-10112	\$ -	\$ 56,586.74
Bldg & Equip Capital	425-10100	\$ 165,792.76	601-10107	\$ -	601-10111	\$ -	601-10112	\$ -	\$ 165,792.76
Streets Capital	430-10100	\$ -	601-10107	\$ -	601-10111	\$ -	601-10112	\$ -	\$ -
Water Fund	601-10100	\$ 36,257.65	601-10107	\$ -	601-10111	\$ 99,000.00	601-10112	\$ -	\$ 135,257.65
Sewer Fund	602-10100	\$ (111,903.27)	602-10107	\$ -	602-10111	\$ 400,000.00	602-10112	\$ -	\$ 288,096.73
Sanitation Fund	603-10100	\$ 114,312.69	603-10107	\$ -	603-10111	\$ -	603-10112	\$ -	\$ 114,312.69
Electric Fund	604-10100	\$ 602,832.52	604-10107	\$ -	604-10111	\$ 1,800,000.00	604-10112	\$ -	\$ 2,402,832.52
Storm Sewer Fund	605-10100	\$ 116,559.78	605-10107	\$ -	605-10111	\$ -	605-10112	\$ -	\$ 116,559.78
Liquor Fund	609-10100	\$ 74,772.93	609-10107	\$ -	609-10111	\$ -	609-10112	\$ -	\$ 74,772.93
Eastview Fund	614-10100	\$ 11,036.14	614-10107	\$ -	614-10111	\$ 100,000.00	614-10112	\$ -	\$ 111,036.14
Reserve Fund	851-10100	\$ (85,383.96)	851-10107	\$ -	851-10111	\$ -	851-10112	\$ 413,000.00	\$ 327,616.04
		\$ 1,838,437.55		\$ 2,641.33		\$ 2,500,000.00		\$ 613,000.00	\$ 4,954,078.88
SCDP Rev Loan	202-10103	\$ 18,860.47		\$ -		\$ -		\$ -	\$ 18,860.47
SCDP Grant Admin	205-10104	\$ 454.71		\$ -		\$ -		\$ -	\$ 454.71
EDA Rev Loan Fund	212-10105	\$ 109,305.83		\$ -		\$ -		\$ -	\$ 109,305.83
EDA Dwn Pay Fund	213-10105	CLOSED		\$ -		\$ -		\$ -	\$ -
Select Account	850-10102	CLOSED		\$ -		\$ -		\$ -	0.00
Grand Total Cash and Investments		\$ 1,967,058.56							\$ 5,082,699.89

# CITY COUNCIL CHECKLIST

2/8/2019

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	Inspection 2/11/19	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Extension granted. Next grant due 7/2019	ongoing


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City of Madison  
Val Halvorson, City Manager  
City Hall  
404 6th Avenue  
Madison, MN 56256-1237

December 31, 2018

Project No: M25.117000

Invoice No: 0227988

**Madison/Filter Rehabilitation**

Professional Services from November 17, 2018 through December 14, 2018:

**Professional Services**

	Hours	Amount
Administrative Assistant	2.00	180.00
<b>Total Labor</b>		<b>180.00</b>
<b>Total this Invoice</b>		<b>\$180.00</b>

Notice: A finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

January 23, 2019

Val Halvorson  
City Manager  
Madison MN

Dear Val,

I have reviewed the description for Deputy Clerk Treasurer and have suggested several edits to better reflect current duties. I have also reviewed the classification rating for the job in light of the expanded duties. This review resulted in revisions to the decisions factor and the problem-solving factor.

The job now includes greater treasury responsibility, which adds to the potential impact of decisions and the greater problem-solving impact. While treasury is guided by policy, this job has responsibility for policy administration. Investments need to be properly ladderred to match cash flow needs. There is also responsibility for account verification and reporting. In addition, there is responsibility for grant administration.

Qualification		Decisions		Problem Solving		Relationships		Muscular Effort		Attention Effort		Hazards		Conditions		Total Points	Grade
QD3	63	DD3	52	PD3	64	RC4	59	MA3	5	AC3	12	HA1	3	CB1	4	262	9

These changes increased the points from 240 to 262. The new points guide the job to grade 9, which is a one-grade increase.

Thank you,  
George B. Gmach  
Consultant

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 19-14**

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

**RESOLUTION EVALUTATION OF POINTS BASED  
SCHEDULE FOR 2019 & BEYOND**

**WHEREAS**, the City Council is interested in establishing points for the City of Madison effective for current job classifications, as shown in “Exhibit A”

**WHEREAS**, the City Council is determining all salary and wage ranges in accordance with Minnesota Law, City Personnel Policies and Pay Equity.

**WHEREAS**, the existing job description was updated by an independent consultant utilizing industry knowledge, and input from management and employees.

**WHEREAS**, the point factor evaluation system was applied to rate the position based on qualifications, decisions, problem solving, relationships, effort, environment, and hazards.

**WHEREAS**, the City Council recognizes the range of points associated with each grade, and each classification placement, thereby establishing an internal hierarchy of pay.

**WHEREAS**, the City Council acknowledges the direct relationship of pay ranges to points, thereby minimizing pay equity problems by maintaining a pay structure.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that the Council has determined the official pay range schedule to be as follows for the City’s employees for the year of 2019 and continuing thereafter until modified therein. Pay schedule requirements for the salary/wage schedule are contained in the City Personnel Policies.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No.19-14 was declared duly passed and adopted this 11th day of February 2019.

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

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

## Exhibit A Evaluation Scores

Dept	Title	Total Points	Grade
Liq	Liquor Store Clerk	148	1
Admin	Deputy Clerk	185	4
PW	Water & Wastewater Operator	225	7
Admin	Deputy City Clerk Treasurer	262	9
PW	Heavy Equipment Operator Me	233	7
PW	Sr Water & Wastewater Operat	245	8
Liq	Liquor Store Manager	264	9
Admin	City Clerk	297	10
PW	Streets & Parks Supervisor	297	10
PW	Water & Wastewater Superviso	298	10
PW	Journey Lineworker	307	11
PW	Line Supervisor - PW Coordina	441	15
Admin	City Manager	569	18

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 19-15**

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

**RESOLUTION ESTABLISHING ASSIGNMENT OF SALARIES  
DEPUTY CITY CLERK/TREASURER**

**WHEREAS**, the City Council is interested in establishing the assignment of salaries for the position of Deputy City Clerk/Treasurer for the City of Madison for 2019 fiscal calendar year period and continuing thereafter until modified therein; and

**WHEREAS**, the City Council is determining that the establishment of pay range & step shall be contained in this resolution with effective starting salary on February 1, 2019 and continuing thereafter until modified therein; and

**THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA,**

**ASSIGNMENT OF PAY RANGE & STEP SCHEDULE 2017**

<u>Title</u>	<u>Grade</u>	<u>Range</u>	<u>Salary Adj.</u>
Deputy City Clerk/Treasurer	9	D	\$21.53

**THEREFORE BE IT FURTHER RESOLVED** That the City Council of Madison, Lac qui Parle County, Minnesota does hereby authorize the assignment of salaries for the position of Deputy City Clerk/Treasurer as contained herein with and effective date of February 1, 2109 with payment continuing thereafter until modified therein.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 19-15 was declared duly passed and adopted this 11th day of February 2019.

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

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

**Erickson Chevrolet Fleet Department**

PO Box 338

Fergus Falls, MN 56538-0338

Phone: 218-998-8864

Toll Free: 800-477-3013 Ext. 8864

[mlarson@nelsonfleet.com](mailto:mlarson@nelsonfleet.com)**VEHICLE****QUOTE****NUMBER****F Madison**

**Sold To:** Madison, City of  
**Attn:** David Johnson  
**Dept:** Utilities  
**Address:** 404 6th Ave North  
Madison, MN 56256

**Date:** 2/1/2019  
**Phone:** 320-760-3797  
**FAX:**  
**Salesperson:** Melissa Larson

Key Code:

**Stock No:** Madison  
**Year:** 2019  
**Make:** Chevrolet  
**Model:** Silverado 4WD DBL Cab  
Color: TBD/Cloth

**New/Used:** New  
**Vehicle ID Number:**

Price of Vehicle: \$25,503.50

Includes All Standard Equipment, Plus;

Z71 Off Road Package	\$831.60
Trailer Package	\$347.60
18" Bight Silver Painted Aluminum Wheels	\$572.00
LT275/65R18C MT Goodyear Wrangler Dura Trac Tires	\$435.60
5.3L V8 Engine	\$1,227.60

Quote Does Not Include Tax or Registration

Subtotal: \$28,917.90

Trade - In:

Total Cash Price: \$28,917.90

**Your Purchase Order #**  
**Priority**

**0 Project #**  
**0**


**Thanks for your business!**


Ship To / Lessee / End User: Madison, City of  
Attn: David Johnson  
Utilities  
Address: 404 6th Ave North  
Madison, MN 56256

**FAX:**  
**Phone:** 320-760-3797

Signed: \_\_\_\_\_ and initialed: \_\_\_\_\_

Printed Name: \_\_\_\_\_ and initialed: \_\_\_\_\_



**MIDWAY**  
  
**COMMERCIAL**

Fax # 651-604-2936

### Standard

**40/20/40 Vinyl Seat  
Dual Front Air Bags  
4-Wheel ABS Brakes  
Tilt Wheel**

Options	Code	Price	Select	Exterior Colors	Code	Select
XL Power Group	85A	\$1,065	x	Blue Jeans Metallic	N1	
Vinyl Interior	A	N/C		Race Red	PQ	
				Caribou Metallic	LQ	
				Shadow Black	G1	
				Magnetic Metallic	J7	
				Ingot Silver Metallic	UX	
				Oxford White	YZ	
				Extended Service Contracts	Cost	Select
				7 year/75,000 mile PremiumCare Warranty (Bumper to Bumper)	\$2,570	
Option Total		\$1,065				

Base Price

**Totals**

\$25,079.92	
\$1,065.00	
\$26,144.92	

PO #

Name of Organization

Address

City, State, Zip

Acceptance Signature

Contact Person/ Phone #

Print Name and Title

Date \_\_\_\_\_

Contact's e-mail address and fax #

## 2020 Census Timeline

- 2018**
  - Tribal leader, governor, or highest elected local official or community leader determines Complete Count Committees (CCCs) structure.
  - CCCs receive 2020 Census training.
- 2019**
  - Continue establishing CCCs.
  - Open field offices.
  - CCCs develop strategy and work plan.
- 2020**
  - CCCs begin community organization mobilization.
  - 2020 Census advertising campaign begins in early 2020.
  - CCCs support the 2020 Census.
  - CCCs encourage self-response.
- April 1, 2020 – CENSUS DAY**
  - CCCs urge households who do not respond to cooperate with census takers.

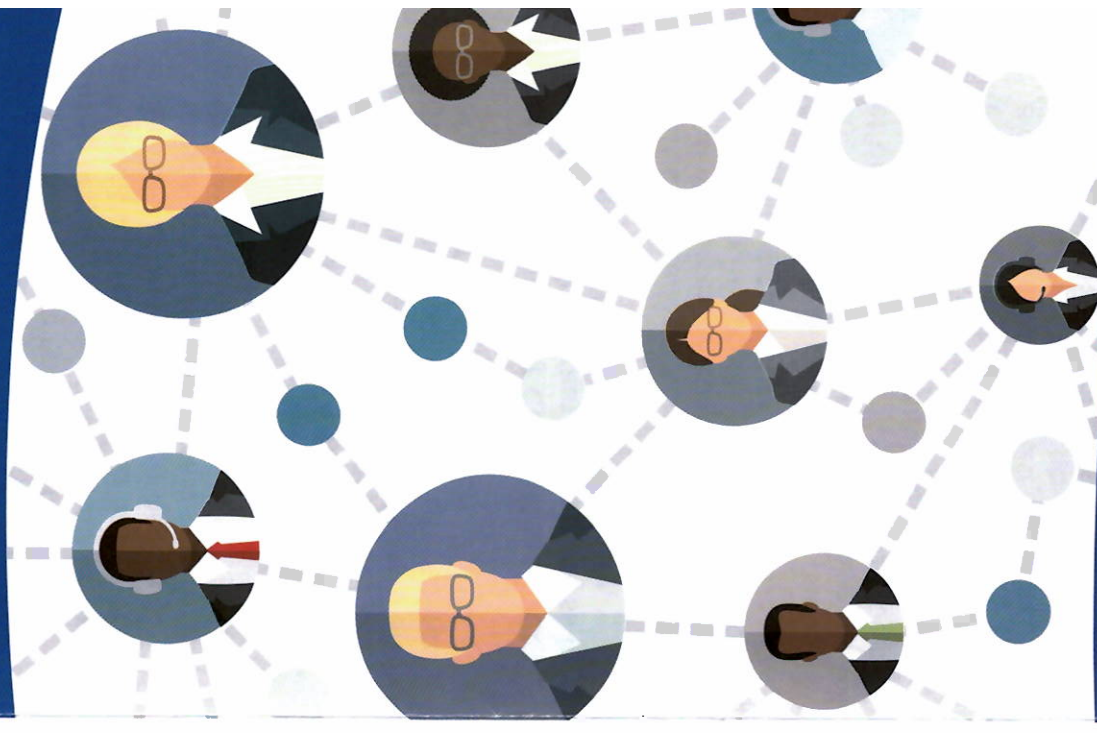
## Contact Information

For additional information about the Complete Count Committees program, please contact your regional census office.

### Please contact: If you reside in:

<b>ATLANTA</b> Atlanta.rcc .partnership @2020census.gov	Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, and South Carolina
<b>CHICAGO</b> Chicago.rcc .partnership @2020census.gov	Arkansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin
<b>DALLAS</b> Dallas.rcc .partnership @2020census.gov	Arizona, Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, Texas, Utah, and Wyoming
<b>LOS ANGELES</b> LosAngeles.rcc .partnership @2020census.gov	Alaska, California, Hawaii, Idaho, Nevada, Oregon, and Washington
<b>NEW YORK</b> NewYork.rcc .partnership @2020census.gov	Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont, and Puerto Rico
<b>PHILADELPHIA</b> Philadelphia.rcc .partnership @2020census.gov	Delaware, District of Columbia, Kentucky, Maryland, Ohio, Pennsylvania, Tennessee, Virginia, and West Virginia

## Complete Count Committees



# The 2020 Census is almost here!

The 2020 Census provides an opportunity for everyone to be counted. Tribal, state, and local governments; community-based organizations; faith-based groups; schools; businesses; the media; and others play a key role in developing partners to educate and motivate residents to participate in the 2020 Census.

When community members are informed, they are more likely to respond to the census. Through collaborative partnerships, the U.S. Census Bureau and community leaders can reach the shared goal of counting EVERYONE in 2020.

## **The Complete Count Committees (CCC) program is key to creating awareness in communities all across the country.**

- CCCs utilize local knowledge, influence, and resources to educate communities and promote the census through locally based, targeted outreach efforts.
- CCCs provide a vehicle for coordinating and nurturing cooperative efforts between tribal, state, and local governments; communities; and the Census Bureau.
- CCCs help the Census Bureau get a complete count in 2020 through partnerships with local governments and community organizations.

# Get Started

## **WHO?**

Tribal, state, and local governments work together with partners to form CCCs to promote and encourage response to the 2020 Census in their communities. Community-based organizations also establish CCCs that reach out to their constituents.

## **WHAT?**

A CCC is comprised of a broad spectrum of government and community leaders from education, business, healthcare, and other community organizations. These trusted voices develop and implement a 2020 Census awareness to encourage a response campaign based upon their knowledge of the local community.

## **WHEN?**

The formation of CCCs is happening NOW! Leaders are identifying budget resources and establishing local work plans. In 2020, they will implement the plans and lead their communities to a successful census count.

## **WHY?**

The primary goal of the 2020 Census is to count everyone once, only once, and in the right place.

Community influencers create localized messaging that resonates with the population in their area. They are trusted voices and are best suited to mobilize community resources in an efficient manner.

## **HOW?**

It's up to all of us! CCCs know the best way to reach the community and raise awareness. Some activities could include:

- Holding CCC kickoff meetings with media briefings.
- Participating in Census rallies or parades.
- Coordinating Census unity youth forums.
- Hosting Interfaith breakfasts and weekend events.
- Encouraging the use of Statistics in Schools classroom resources.
- Incorporating census information in newsletters, social media posts, podcasts, mailings, and websites.
- Helping recruit census workers when jobs become available.

## Gov. Walz Indicates Strong Support for Increasing LGA

**The governor suggested that his upcoming budget recommendations will include a restoration of local government aid funding to the 2002 level.**

*(Published Feb 4, 2019)*

Gov. Tim Walz last week indicated that he plans to include additional funding in his upcoming budget recommendations to restore the state's local government aid (LGA) program to a funding level last seen in 2002. That proposal would add roughly \$30 million to the LGA formula for distribution in 2020.

The governor's comments were offered during a Coalition of Greater Minnesota Cities conference in St. Paul. He reiterated his commitment to the LGA program and acknowledged the bipartisan support for restoring LGA funding.

### Senate bill also to restore LGA

The League has worked with several legislators to introduce bills that would also restore LGA funding. Last week, Sen. Kari Dziedzic (*Link to: [https://www.senate.mn/members/member\\_bio.php?member\\_id=1193](https://www.senate.mn/members/member_bio.php?member_id=1193)*), (DFL-Minneapolis), along with Sens. Bill Weber (*Link to: [https://www.senate.mn/members/member\\_bio.php?member\\_id=1199](https://www.senate.mn/members/member_bio.php?member_id=1199)*) (R-Luverne), Ann Rest (*Link to: [https://www.senate.mn/members/member\\_bio.php?member\\_id=1051](https://www.senate.mn/members/member_bio.php?member_id=1051)*) (DFL-New Hope), David Tomassoni (*Link to: [https://www.senate.mn/members/member\\_bio.php?member\\_id=1064](https://www.senate.mn/members/member_bio.php?member_id=1064)*) (DFL-Chisholm), and John Jasinski (*Link to: [https://www.senate.mn/members/member\\_bio.php?member\\_id=1227](https://www.senate.mn/members/member_bio.php?member_id=1227)*) (R-Faribault), introduced SF 523 (*Link to: <https://www.revisor.mn.gov/bills/bill.php?b=Senate&f=SF0523&ssn=0&y=2019>*), which mirrors Gov. Walz's recommendation.

### LGA included in Department of Revenue target

The League has also met with Revenue Commissioner Cynthia Bauerly to discuss tax and aid issues impacting cities, including LGA funding and legislation to streamline the process for cities to receive a sales tax exemption on purchases of construction materials when the project is undertaken by a contractor. LGA and tax recommendations in the governor's overall budget will be included in the Department of Revenue's budget target.

Under state law, the governor's budget recommendations must be released on or before Feb. 19 this year. The League's Legislative Conference (*Link to: <http://www.lmc.org/page/1/2019LegislativeConference.jsp>*) will be held on Feb. 20-21, and we have invited the governor and several key commissioners, including Commissioner Bauerly, to address the event and discuss the governor's budget priorities.

Read the current issue of the Cities Bulletin (*Link to: <http://www.lmc.org/page/1/cities-bulletin-newsletter.jsp>*)

\* By posting you are agreeing to the LMC Comment Policy (*Link to: <http://www.lmc.org/page/1/comment-policy.jsp>*).



**Minnesota Municipal Utilities Association**

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## **South Dakota Safety Group**

Benson, Beresford, Brookings, Flandreau, Madison, MN, Miller  
Olivia, Ortonville, Pierre, Vermillion, Volga, Watertown

### **2019 Annual Safety Group Meeting**

The South Dakota Safety Group will be gathering together for an annual review of the safety program on **Thursday, May 23<sup>rd</sup>** in Watertown, SD. The meeting will be held at the Ramkota Convention Center. We will have a morning meeting with a lunch to follow.

South Dakota (and Minnesota) Safety Group  
Safety Coordinator, Bruce Westergaard

### **Agenda**

**10:30 to Noon**

1. Welcome & opening comments – Mike Willetts Director of Training & Safety
2. Accident reviews and other updates
3. Safety coordinator/safety management program performance review
4. 2019/2020 - Draft budget review (depending on availability)
5. Safety coordinator report - *year in review* and proposed group goals

**12:00 pm-** Lunch will be at Minervas, provided by MMUA

#### **Location:**

Ramkota Watertown Event Center  
1901 9th Avenue  
Watertown, SD

Take the Watertown exit and head west. The meeting will be in the Board room. It is accessed through the restaurant

**Please confirm if you will be attending by May 9<sup>th</sup>.**

**You can contact me at [bwest@mmua.org](mailto:bwest@mmua.org)**

**Or by phone # 605-695-9825**

## SCHEDULED CLAIMS LIST

UP CK # 57670-57712

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
65 AMERICAN RED CROSS							
27543831	1	2/07/19	2/07/19	POOL-2019 FACILITY FEE	300.00	101 101-45124-433	1
				INVOICE TOTAL	300.00		
				VENDOR TOTAL	300.00		
120 BRYON M ARNESON							
020719	1	2/07/19	2/07/19	STR-TIRES/DISPOSAL	470.00	101 101-43100-409	1
				INVOICE TOTAL	470.00		
				VENDOR TOTAL	470.00		
126 AUTOMATIC BUILDING CONTROL INC							
216129	1	2/07/19	2/07/19	C&R-LIB-FIRE ALARM SYSTEM	4,917.00	420 420-45500-580	1
				INVOICE TOTAL	4,917.00		
				VENDOR TOTAL	4,917.00		
172 BELLBOY CORPORATION							
020719	1	2/07/19	2/07/19	LIQ-LIQUOR EXPENSE	4,560.91	609 609-49750-251	1
				INVOICE TOTAL	4,560.91		
				VENDOR TOTAL	4,560.91		
190 BEVERAGE WHOLESALERS							
020719	1	2/07/19	2/07/19	LIQ-LIQUOR EXPENSE	2,017.20	609 609-49750-251	1
				INVOICE TOTAL	2,017.20		
				VENDOR TOTAL	2,017.20		
270 BORDER STATES ELECTRIC SU							
915823273	1	2/07/19	2/07/19	ELEC-MTR	561.50	604 604-49570-582	1
				INVOICE TOTAL	561.50		
916914189	1	2/07/19	2/07/19	ELEC-DISCON SLEEVES	101.81	604 604-49570-227	1
				INVOICE TOTAL	101.81		
917006614	1	2/07/19	2/07/19	ELEC-SAWZALL KIT	343.69	604 604-49570-240	1
				INVOICE TOTAL	343.69		
				VENDOR TOTAL	1,007.00		
3571 BROWN, ANGELA							
020719	1	2/07/19	2/07/19	UTIL DEPOSIT REF-A BROWN	100.00	604 604-22000	1
	2			UTIL INT REF-A BROWN	1.56	604 604-49590-602	1
				INVOICE TOTAL	101.56		
				VENDOR TOTAL	101.56		
3514 CINTAS							
4015272674	1	2/07/19	2/07/19	STR/SEW-SHOP TOWELS/MAT	111.56	101 101-43100-209	1
	2			STR/SEW-SHOP TOWELS/MAT	10.49	602 602-49450-219	1
				INVOICE TOTAL	122.05		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
VENDOR TOTAL					122.05			
510 CITY OF MADISON								
020719	1	2/07/19	2/07/19	UTIL DEP/INT REF-R RAMSEYER	100.00	604	604-22000	1
	2			UTIL DEP/INT REF-R RAMSEYER	.62	604	604-49590-602	1
INVOICE TOTAL					100.62			
020719A								
	1	2/07/19	2/07/19	UTIL DEP/INT REF-B SCHULZ	150.00	604	604-22000	1
	2			UTIL DEP/INT REF-B SCHULZ	3.04	604	604-49590-602	1
INVOICE TOTAL					153.04			
VENDOR TOTAL					253.66			
3381 COCA-COLA BOTTLING								
020719	1	2/07/19	2/07/19	LIQ-POP EXPENSE	81.50	609	609-49750-251	1
INVOICE TOTAL					81.50			
VENDOR TOTAL					81.50			
3465 EXPERT T BILLING, INC								
5398	1	2/07/19	2/07/19	AMB-AMBULANCE BILLING EXP 1/19	580.00	201	201-44100-320	1
INVOICE TOTAL					580.00			
VENDOR TOTAL					580.00			
775 FERNHOLZ DONALD								
020719	1	2/07/19	2/07/19	STR-MILEAGE-PICK UP PART-BLOWE	110.20	101	101-43100-221	1
INVOICE TOTAL					110.20			
VENDOR TOTAL					110.20			
3244 VAL HALVORSON								
020719	1	2/07/19	2/07/19	ADMIN-CELL PHONE REIMB 12/12-1/19	76.41	101	101-41320-325	1
INVOICE TOTAL					76.41			
020719A	1	2/07/19	2/07/19	ADMIN-CELL PHONE REIMB- 1/20-2/19	76.42	101	101-41320-325	1
INVOICE TOTAL					76.42			
020719B	1	2/07/19	2/07/19	ADMIN-LODGING MCMA WORKSHOP	218.41	101	101-41320-331	1
	2			ADMIN-MILEAGE MCMA-310 MILES	179.80	101	101-41320-331	1
INVOICE TOTAL					398.21			
VENDOR TOTAL					551.04			
762 JOHN DEERE FINANCIAL								
1825989	1	2/07/19	2/07/19	STR-TOW ROPE	104.72	101	101-43100-580	1
INVOICE TOTAL					104.72			
VENDOR TOTAL					104.72			
1160 JOHNSON BROS-ST.PAUL								
020719	1	2/07/19	2/07/19	LIQ-LIQUOR EXPENSE	1,672.66	609	609-49750-251	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
INVOICE TOTAL					1,672.66		
VENDOR TOTAL					1,672.66		
200507	1	2/07/19	2/07/19	1181 JUBILEE FOODS WT-FOOD COLORING/CRISCO SPRAY	6.74	601 601-49400-215	1
INVOICE TOTAL					6.74		
VENDOR TOTAL					6.74		
020719	1	2/07/19	2/07/19	3570 KARELS, ARLENE UTIL DEPOSIT REFUND-A KARELS	100.00	604 604-22000	1
	2			UTIL INT REFUND-A KARELS	3.13	604 604-49590-602	1
INVOICE TOTAL					103.13		
VENDOR TOTAL					103.13		
7358	1	2/07/19	2/07/19	1370 LARRY'S REFRIG. & HEATING INC LIB-AIR FILTER/LABOR	266.45	101 101-45500-401	1
INVOICE TOTAL					266.45		
VENDOR TOTAL					266.45		
020719	1	2/07/19	2/07/19	3569 LITTLE DRAGONS DAYCARE MRES COMMUNITY EVENT SPONS	2,000.00	211 211-36232	1
INVOICE TOTAL					2,000.00		
VENDOR TOTAL					2,000.00		
020719	1	2/07/19	2/07/19	3340 MADISON AUTO PARTS STR-BATTERY/DEPOSIT	352.77	101 101-43100-221	1
	2			STR-PLIER	19.99	101 101-43100-240	1
	3			STR-IMPACT SOCKET/BLADE SET	122.53	101 101-43100-240	1
	4			STR-EXACTFITBLADES	54.95	101 101-43100-221	1
	5			STR-FITTING/ADAPTER	4.98	101 101-43100-221	1
	6			STR-CITROL/CHAIN LUBE/PENETRO	89.65	101 101-43100-212	1
	7			STR-EXACTFITBLADES/WIPER	21.97	101 101-43100-221	1
	8			STR-AIR HOSE/FITTINGS	108.35	101 101-43100-219	1
	9			STR-HOSE REEL/COUPLER	44.48	101 101-43100-221	1
	10			STR-AIR COMPRESSOR	449.99	101 101-43100-240	1
	11			STR-COMPRESSOR KIT	129.99	101 101-43100-240	1
	12			STR-COUPLING	15.66	101 101-43100-219	1
	13			STR-SCREDRIVER SET	32.99	101 101-43100-240	1
INVOICE TOTAL					1,448.30		
252850	1	2/07/19	2/07/19	FIRE-BATTERY FOR PUMPER#1	235.18	101 101-42200-221	2
INVOICE TOTAL					235.18		
VENDOR TOTAL					1,683.48		
020719	1	2/07/19	2/07/19	1560 MADISON BOTTLING CO. LIQ-BEER EXPENSE	2,547.80	609 609-49750-251	1
INVOICE TOTAL					2,547.80		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					2,547.80		
3341 MADISON HARWARE HANK							
020719	1	2/07/19	2/07/19	CTY HALL-CAULK	3.49	101 101-41940-223	1
	2			CTY HALL-PRIMER	27.98	101 101-41940-223	1
	3			CTY HALL-PAINT	41.98	101 101-41940-223	1
	4			CTY HALL-PAINT	40.89	101 101-41940-223	1
	5			STR-CHAIN	27.92	101 101-43100-221	1
	6			STR-SUPER SLIDERS	8.49	101 101-43100-219	1
	7			STR-AIR HOOKUPS	12.99	101 101-43100-215	1
	8			STR-MARKERS/GRINDING DISC	40.15	101 101-43100-215	1
	9			CTY HALL-OUTLETS	1.77	101 101-41940-223	1
	10			SK RINK-KEY	1.99	101 101-45127-404	1
	11			WT-ELBOW	7.74	601 601-49430-407	1
INVOICE TOTAL					215.39		
VENDOR TOTAL					215.39		
1623 MADISON WELDING & REPAIR, INC							
34303	1	2/07/19	2/07/19	STR-3/8 SHEET/TUBE	692.19	101 101-43100-215	1
INVOICE TOTAL					692.19		
34320							
	1	2/07/19	2/07/19	STR-CLUTCH DISKS-SNOWBLOWER	95.00	101 101-43100-409	1
INVOICE TOTAL					95.00		
34362							
	1	2/07/19	2/07/19	STR-BRAKE DRUM	861.68	101 101-43100-409	1
INVOICE TOTAL					861.68		
VENDOR TOTAL					1,648.87		
1832062 3481 MIDWEST MACHINERY CO							
	1	2/07/19	2/07/19	FIRE-CUT WHEEL	34.50	101 101-42200-221	1
INVOICE TOTAL					34.50		
VENDOR TOTAL					34.50		
020719B 1859 MN DNR WATERS							
	1	2/07/19	2/07/19	PARKS-2018 WATER USE PERMIT	156.13	101 101-45200-437	1
INVOICE TOTAL					156.13		
020917A							
	1	2/07/19	2/07/19	WT-2T-2018 WATER USE PERMIT	364.55	601 601-49440-437	1
INVOICE TOTAL					364.55		
VENDOR TOTAL					520.68		
020719 1865 MN ENERGY RESOURCES							
	1	2/07/19	2/07/19	SEW-NAT GAS 1/19	529.32	602 602-49450-380	1
INVOICE TOTAL					529.32		
VENDOR TOTAL					529.32		
020719 1920 MN VALLEY REC							
	1	2/07/19	2/07/19	SEW-UTILITY EXPENSE	260.78	602 602-49450-380	1
	2			SEW-UTILITY EXPENSE	3,577.64	602 602-49450-380	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
INVOICE TOTAL					3,838.42		
VENDOR TOTAL					3,838.42		
365909-0	1	2/07/19	2/07/19	2072 NORTHERN BUSINESS PRODUCT ADMIN-OFFICE SUPPLIES	16.70	101 101-41320-201	1
INVOICE TOTAL					16.70		
366343-0	1	2/07/19	2/07/19	ADMIN-COPY PAPER	359.90	101 101-41320-201	1
INVOICE TOTAL					359.90		
369437-0	1	2/07/19	2/07/19	ADMIN-INDEX TABS/CALENDAR	20.48	101 101-41320-201	1
INVOICE TOTAL					20.48		
370668-0	1	2/07/19	2/07/19	WT-OFFICE SUPPLIES	226.06	101 101-41320-201	1
INVOICE TOTAL					226.06		
37236-0	1	2/07/19	2/07/19	ELEC-TONER	124.98	101 101-41320-201	1
INVOICE TOTAL					124.98		
372636-1	1	2/07/19	2/07/19	ELEC-TONER	127.98	101 101-41320-201	1
INVOICE TOTAL					127.98		
374694-0	1	2/07/19	2/07/19	WT-CORRECTION TAPE	23.99	101 101-41320-201	1
INVOICE TOTAL					23.99		
375807-0	1	2/07/19	2/07/19	WT-INDEX TABS	13.98	101 101-41320-201	1
INVOICE TOTAL					13.98		
VENDOR TOTAL					914.07		
020719	1	2/07/19	2/07/19	2240 PIONEERLAND LIBRARY SYS. LIB-DVD PURCHASES 2018	572.93	101 101-45500-592	1
INVOICE TOTAL					572.93		
VENDOR TOTAL					572.93		
020719	1	2/07/19	2/07/19	2250 PITNEY BOWES ADMIN-MAR-MAY'19 MTR LEASE	322.23	101 101-41320-404	1
INVOICE TOTAL					322.23		
VENDOR TOTAL					322.23		
43893	1	2/07/19	2/07/19	3572 POTTER ELECTRIC COMPANY ELEC-LABOR	227.50	604 604-49570-409	1
INVOICE TOTAL					227.50		
VENDOR TOTAL					227.50		
020719	1	2/07/19	2/07/19	3553 REMINGTON RIDGE VINEYARD LIQ-WINE	320.00	609 609-49750-251	1
INVOICE TOTAL					320.00		
VENDOR TOTAL					320.00		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
434853	1	2/07/19	2/07/19	3559 RMB ENVIRONMENTAL LABS, INC WT-CARBONACEOUS/PHOSPHORUS	103.00	602		602-49450-409	1
				INVOICE TOTAL	103.00				
				VENDOR TOTAL	103.00				
8697	1	2/07/19	2/07/19	2416 RURAL SOLUTIONS INC ELEC-WIRELESS MOUSE	29.99	604		604-49570-223	1
				INVOICE TOTAL	29.99				
				VENDOR TOTAL	29.99				
CD99324784	1	2/07/19	2/07/19	3335 SJE RHOMBUS WT-PARTS	67.00	601		601-49430-407	1
				INVOICE TOTAL	67.00				
				VENDOR TOTAL	67.00				
10850496.001	1	2/07/19	2/07/19	1100 STUART C IRBY CO ELEC-GLOVE TESTING	58.16	604		604-49570-227	1
				INVOICE TOTAL	58.16				
11185909.001	1	2/07/19	2/07/19	ELEC-GLOVE	265.87	604		604-49570-227	1
				INVOICE TOTAL	265.87				
11185909.002	1	2/07/19	2/07/19	ELEC-GLOVE TESTING/SLEEVE	1,269.04	604		604-49570-227	1
				INVOICE TOTAL	1,269.04				
11185909.003	1	2/07/19	2/07/19	ELEC-LEATHER PROTECTOR	72.53	604		604-49570-227	1
				INVOICE TOTAL	72.53				
				VENDOR TOTAL	1,665.60				
020719	1	2/07/19	2/07/19	2620 SWENSON NELSON & STULZ PLLC CTY ATT-LEGAL FEES 2/19	1,850.00	101		101-41610-304	1
				INVOICE TOTAL	1,850.00				
				VENDOR TOTAL	1,850.00				
3385	1	2/07/19	2/07/19	2670 GREG THOLE ELECTRIC, INC CER-LIB-FIRE ALARM SYSTEM	3,487.90	420		420-45500-580	1
				INVOICE TOTAL	3,487.90				
				VENDOR TOTAL	3,487.90				
020719	1	2/07/19	2/07/19	3022 TUCKETT DANIEL SR. ADMIN-FOLD/STUFF ENV 2/19	150.00	101		101-41320-202	1
				INVOICE TOTAL	150.00				
				VENDOR TOTAL	150.00				
78203	1	2/07/19	2/07/19	2940 WESTERN GUARD ELEC-BRIGHT ENERGY AD	68.25	604		604-49590-351	1
				INVOICE TOTAL	68.25				

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
78432	1	2/07/19	2/07/19	ADMIN-LETTERHEAD	140.00	101 101-41320-201	1
				INVOICE TOTAL	140.00		
				VENDOR TOTAL	208.25		
				3462 WORDEN, LYNDON			
020719	1	2/07/19	2/07/19	CTY HALL-CLEANING 1/19	850.00	101 101-41940-310	1
	2			LIB-CLEANING 1/19	750.00	101 101-45500-310	1
	3			CTY HALL/LIB-FIRE EXT CHK 1/19	20.00	101 101-41940-310	1
				INVOICE TOTAL	1,620.00		
				VENDOR TOTAL	1,620.00		
				3568 ZIMMERMAN, LYNN			
020719	1	2/07/19	2/07/19	WT-REF ON HYD METER 10,000 GAL @ .82 PER 100 GALS/OVERBILLED FOR HOUSE DEMO 8/18	82.00	601 601-37140	1
				INVOICE TOTAL	82.00		
				VENDOR TOTAL	82.00		
				BANK 1 - KLEIN/UNITED PR TOTAL	41,864.75		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	41,864.75		
				GRAND TOTALS	41,864.75		

### Debit Card Purchases for Council Approval

<b>Purchase Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Acct #</b>	<b>Debit Card Holder</b>
1/17/2019	MENARDS	ADMIN-TRIM BOARDS FOR CITY HALL	\$463.62	101-41940-520	Alex Geerdes
1/18/2019	AMAZON	ADMIN-CARPET PROTECTOR-VH	\$72.53	101-41940-219	Val Halvorson
1/27/2019	THE INN ON LAKE SUPERIOR	AMB-SS HOTEL RM FOR CONFERENCE	\$627.66	201-44100-180	Scott Schake
1/27/2019	THE INN ON LAKE SUPERIOR	AMB-DS HOTEL RM FOR CONFERENCE	\$430.42	201-44100-180	Scott Schake
2/1/2019	USPS	ELEC-Postage	\$27.65	604-49590-201	Tom Bacon
2/1/2019	USPS	ADMIN-POSTAGE IRS 1094B	\$7.60	101-41320-322	Tom Bacon