

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**  
Regular Meeting of the City Council – 5:00 P.M.  
**Monday, September 9, 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 August 26, 2019 regular meeting minutes 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.	Application for Exempt Permit – Madison Ambulance – approve	Page 4
B.	Regular Drill Meetings – August 2019 – receive	Page 7
C.	Revenue/Expenses– August 2019 - receive	Page 8
D.	Mobile 311 report – August 2019 – receive	Page 16
E.	Liquor Store Report – August 2019 – receive	Page 17
F.	Investment Summary – 2019 YTD – receive	Page 19
G.	Cash and Investment Balances – August 31, 2019 – receive	Page 20
H.	MEDA Loan/Note Status – August 2019 – receive	Page 21
I.	Water Plant Report – August 2019 – receive	Page 22
J.	Computer Commuter – August 2019 – receive	Page 23

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

**6. UNFINISHED AND NEW BUSINESS**

Page 24

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

Page 25

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

Page 29

C. Demolition Agreement – 515 4<sup>th</sup> Ave. A DISCUSSION and MOTION may be in order. (Manager, Council)

- D. Establish Public Hearing - October 28<sup>th</sup>, 2019 – Wellhead Protection Plan. A DISCUSSION and MOTION may be in order. (Manager, Council)

- E. Approval of Architectural Services – City Hall. A DISCUSSION and MOTION may be in order. (Manager, Council)

- F. Approval of Heat Share Program. A DISCUSSION and MOTION may be in order. (Manager, Council)

- G. Notice of SMAC Award – Madison Art Council. A DISCUSSION and MOTION may be in order. (Manager, Council)

- H. Ordinance Compliance – 204 3<sup>rd</sup> St. A DISCUSSION and MOTION may be in order. (Manager, Council)

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

**7. MANAGER REPORT (Manager)**

- 8. MAYOR/COUNCIL REPORTS (Mayor/Council)**
- LqPV Referendum Discussion

**9. AUDITING CLAIM**

A copy of the Schedule Payment Report of bills submitted August 26, 2019 through September 9, 2019 is attached for approval for Check No. 58522 through Check No. 58595 and debit card purchases. A MOTION is in order.

**10. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
REGULAR MEETING  
AUGUST 26, 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, August 26, 2019, at 5:00 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 Meyer, seconded by Zahrbock and carried, the Agenda was approved as presented. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Volk, seconded by Zahrbock and carried, August 12, 2019, meeting minutes were approved as presented.

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

None.

**CONSENT AGENDA**

Upon motion by Zahrbock, seconded by Volk and carried, the Consent Agenda was approved as presented. Included on the Consent Agenda was an Application for Exempt Permit from the Madison Chamber for a raffle drawing on November 8, 2019.

**CITY COUNCIL CHECKLIST**

Council reviewed the City Council Checklist. Councilmember Meyer asked that "Grand Theatre ADA restroom" be added to the list as a future project. Councilmember Volk also noted that the Madison Park Board is still interested in pursuing the installation of a climbing wall at the Madison Swimming Pool at an estimated cost of \$40,000.00. It was noted that the pool is well used and that the city should continue to make improvements to keep interest. City Manager Halvorson noted that it was a benefit and an asset to keep the pool open as late into the season as possible. She commended the pool staff and noted their conscientiousness of pool safety. Council concurred.

**CITY ENGINEER UPDATE**

**2018 Watermain Project:** Upon motion by Zahrbock, seconded by Volk and carried, Council approved Final Pay Estimate to TE Underground, LLC in the amount of \$64,249.90 for work completed on the 2018 Watermain Project. City Engineer DeSchepper noted that all water mains have now been replaced other than the one on Central Avenue.

**MNDOT TEMPORARY EASEMENT**

Council approved a 5-year Temporary Easement granted by the City of Madison to the State of Minnesota Department of Transportation for improvements being made along Highway 75 in Madison. This easement is for a piece of land owned by the city adjacent to railroad property and MNDOT will be driving over it during project completion tentatively planned for 2020. The certified appraised amount offered to the city is \$600 for any damage or loss in property value caused by the use of this property during the proposed project.

### **LINCOLN-PIPESTONE RURAL WATER**

City Manager Halvorson informed Council of a meeting she and John Graupman had with the General Manager of Lincoln-Pipestone Rural Water ("LPRW"). LPRW is proposing to construct new wells, a water treatment plant, distribution lines, and a pump station between the cities of Dawson and Boyd. They are contacting area cities regarding their possible interest in purchasing bulk water from LPRW should the project proceed. This project would be contingent on funding from the USDA and State of Minnesota. A sample letter of support for state funding was presented to Council and will be included on the next agenda for further review and discussion. City Manager Halvorson noted that LPRW had to shut down a plant due to its RO reject water, and that the city is still waiting to hear back from the MN Pollution Control Agency on our variance.

### **CITY MANAGER'S REPORT**

**Public Nuisances:** City Manager Halvorson noted that the City's Code Enforcement Officer David Redepenning has been monitoring the city for ordinance violations related to mowing, weeds, and debris. Notices have been sent and mowing has been done by Redepenning as needed. Several items were impounded after proper notice and will be disposed of after redemption period has expired.

**J. F. Jacobson Park:** Council was informed that the city's roadside shelter at J. F. Jacobson Park has been taken down by public works staff.

**Summer Help:** Council was informed that public works staff was very satisfied with summer help this year. They did a good job.

**CEDA:** City Manager Halvorson informed Council that she, Mayor Thole, Dawson City Clerk Tammy Schuelke-Sampson, and City Attorney Rick Stulz met with a representative of CEDA. CEDA is an organization that works with 50 cities and/or counties to promote economic development. They work with and understand rural communities. Mayor Thole noted that this was a good meeting and conversations will continue to Madison and Dawson EDA's and Lac qui Parle County.

**Laramie River Station Tour:** City Manager Halvorson noted that she, Mayor Thole, and Line Dept Supervisor David Johnson will be gone Tuesday and Wednesday for the Laramie River Station Tour sponsored by Missouri River Energy Services.

### **MAYOR/COUNCIL REPORTS**

**Lac qui Parle County Airport:** Council briefly discussed the Chamber Air Fair and noted a good turnout. The City of Dawson had previously opted out of participation in the airport and has yet to re-appropriate funds for this purpose. It was noted that, if the airport has received funds from the FAA, caution should be taken if ever thinking of closing down an airport in the future.

### **DISBURSEMENTS**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between August 13 and August 26, 2019. These disbursements include United Prairie Check Nos. 58504-58551. Debit card purchases made between August 13 and August 17, 2019, were also approved as listed.

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

**LG240B Application to Conduct Excluded Bingo****No Fee****ORGANIZATION INFORMATION**

Organization Name: <u>Madison Ambulance Service Inc.</u>	Previous Gambling Permit Number: <u>XB-93863-18-003</u>
Minnesota Tax ID Number, if any: _____	Federal Employer ID Number (FEIN), if any: _____
Mailing Address: <u>404 6th Ave</u>	
City: <u>Madison</u>	State: <u>MN</u> Zip: <u>56256</u> County: <u>LacQuiParle</u>
Name of Chief Executive Officer (CEO): <u>Scott Schake</u>	
CEO Daytime Phone: <u>(320)212-9750</u>	CEO Email: <u>madisonambulance@ci.madison.mn.us</u> (permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): <u>madisonambulance@ci.madison.mn.us</u>	

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal    ☐ Religious    ☐ Veterans    ☒ Other Nonprofit Organization
**Attach a copy of at least one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☒ **Current calendar year Certificate of Good Standing**  
 Don't have a copy? This certificate must be obtained each year from:  
 MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103  
 Secretary of State website, phone numbers:  
www.sos.state.mn.us  
 651-296-2803, or toll free 1-877-551-6767
- ☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**  
 Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.
- ☐ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of both of the following:  
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**EXCLUDED BINGO ACTIVITY**Has your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: \_\_\_\_\_

The proposed bingo event will be:

- ☒ one of four or fewer bingo events held this year. Dates: 11-09-19  
**-OR-**  
☐ conducted on up to 12 consecutive days in connection with a:  
☐ county fair Dates: \_\_\_\_\_  
☐ civic celebration Dates: \_\_\_\_\_  
☐ Minnesota State Fair Dates: \_\_\_\_\_

Person in charge of bingo event: Scott Schake Daytime Phone: (320)212-9750Name of premises where bingo will be conducted: Madison VFW Post 1656Premises street address: 711 W 2nd StreetCity: Madison If township, township name: \_\_\_\_\_ County: Lac Qui Parle

# LG240B Application to Conduct Excluded Bingo

11/17  
Page 2 of 2

## LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

### CITY APPROVAL for a gambling premises located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: City of Madison

Signature of City Personnel:

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

### COUNTY APPROVAL for a gambling premises located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: \_\_\_\_\_

Signature of County Personnel:

Title: \_\_\_\_\_ Date: \_\_\_\_\_

### TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

## CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: Scott Schake Date: 11-28-19  
(Signature must be CEO's signature; designee may not sign)

Print Name: Scott Schake

## MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113  
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

### Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **LIST OF LICENSEES** tab, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

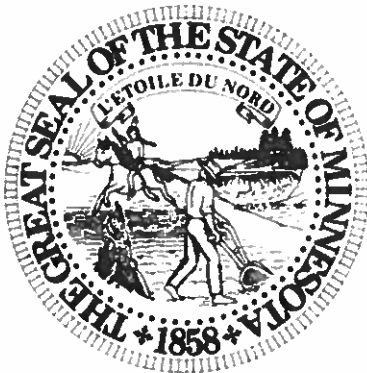
members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**Office of the Minnesota Secretary of State  
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:	MADISON AMBULANCE SERVICE, INC.
Date Filed:	08/24/1976
File Number:	O-690
Minnesota Statutes, Chapter:	317A
Home Jurisdiction:	Minnesota

This certificate has been issued on: 08/28/2019



*Steve Simon*

Steve Simon  
Secretary of State  
State of Minnesota



Regular Drill Meeting  
8/19/2019

The Madison Volunteer Fire Department met in regular session with Chief Mitch Wellnitz presiding.

Roll call 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 - auto extrication training was cancelled for tonight's meeting.

Emergency calls for the past month:

1. July 31st -- car fire, 1st Ave.

Next regular meeting: September 16th.

September Hall Duties: Adam Weber and Jeff Ronglien.

The upcoming fair schedules are posted in the back - please sign up. MFD will be operating the Bingo Stand on Friday night from 6:00 to close. To handle the Bingo Stand during the demo derby, each fire department is to provide at least one person to help with bingo.

Fire Prevention Week will be here soon, so please make preparations for that. If anyone has any suggestions for new activities, please let the committee know.

Fire Prevention Week Donation Letters will need to be ready to go soon as well.

August 21st, Wednesday night, will be the night that we clean the fairgrounds.

A lengthy discussion was held to make everyone aware that the MFD had money missing from the money bag after the July 4th water fights/brat feed. The Lac qui Parle County Sheriff is involved and it is an open investigation right now. The estimate is that roughly \$740 was taken from the money bag sometime in the week following the event. If anyone has any information about this event, you are urged to contact either Joe Unzen or Allen Anderson at the Sheriff's office. At this point it is likely that the money will not show up, but to prevent an event from occurring in the future a much tighter money handling procedure needs to be put in place. After being approved by voice vote, the following is being adopted as MFD money handling policy:

**FIRE DEPARTMENT MONEY HANDLING PROCEDURES**

ALL MONEY MUST BE COUNTED BY 3 ACTIVE FIRE DEPT MEMBERS.

AT NO TIME SHALL THERE BE ANY OTHER PEOPLE IN THE ROOM. ESPECIALLY MEMBERS OF THE PUBLIC.

ALL MONEY COUNTED SHALL BE SIGNED OFF ON BY THE 3 MEMBERS COUNTING.

ALL MONEY AND COPY OF COUNT AND ATTESTING SIGNATURES SHALL BE PUT INTO LOCKING BANK BAG WITH A PROVIDED DEPOSIT SLIP FILLED OUT BY COUNTING MEMBERS.

2 OF 3 COUNTING MEMBERS SHALL TAKE THE MONEY BAG DIRECTLY TO THE BANK FOR DEPOSIT.

IF UNABLE TO DEPOSIT THE BANK BAG MUST BE PUT IN LOCKED FILE CABINET UNTIL NEXT BUSINESS DAY WHEN DEPOSIT MUST BE DONE.

A short discussion was also held regarding the future of water fights. At this point MFD will continue with hosting the water fights, as it is a good public relations event to help keep visitors in town during the 4th of July.

Motion was made by Jerod Zimbelman to adjourn meeting seconded by Adam Weber, carried.

Don Tweet  
Secretary

# REVENUE & EXPENSE REPORT

CALENDAR 8/2019, FISCAL 8/2019

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL REVENUE	44,608.24	866,454.21	1,559,570.09	693,115.88
	TOTAL EXPENSES	108,168.70	1,045,593.15	1,559,570.09	513,976.94
	GENERAL TOTAL	63,560.46-	179,138.94-	.00	179,138.94
	TOTAL REVENUE	12,890.96	67,964.49	134,500.00	66,535.51
	TOTAL EXPENSES	10,519.35	85,853.78	113,675.00	27,821.22
	AMBULANCE TOTAL	2,371.61	17,889.29-	20,825.00	38,714.29
	TOTAL REVENUE	459.35	5,400.97	.00	5,400.97-
	TOTAL EXPENSES	177.75	6,508.30	.00	6,508.30-
	SCDP GRANT REVOLVING LOAN TOTA	281.60	1,107.33-	.00	1,107.33
	TOTAL REVENUE	220.26	66,782.25	.00	66,782.25-
	TOTAL EXPENSES	.00	61,506.75	.00	61,506.75-
	SCDP GRANT 2017 ADMIN TOTAL	220.26	5,275.50	.00	5,275.50-
	TOTAL REVENUE	639.60	6,233.98	60,327.00	54,093.02
	TOTAL EXPENSES	.00	16,224.16	59,958.00	43,733.84
	EDA TOTAL	639.60	9,990.18-	369.00	10,359.18
	TOTAL REVENUE	28.13	602.11	2,600.00	1,997.89
	TOTAL EXPENSES	.00	.00	200.00	200.00
	EDA REVOLVING LOAN FUND TOTAL	28.13	602.11	2,400.00	1,797.89
	TOTAL REVENUE	.00	.00	45,000.00	45,000.00

# REVENUE & EXPENSE REPORT

## CALENDAR 8/2019, FISCAL 8/2019

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	SEWR SYSTEM REPLACEMENT TOTAL	.00	.00	45,000.00	45,000.00
	TOTAL REVENUE	.00	.00	100.00	100.00
	2009 GO TEMP IMPROVE DEBT TOTA	.00	.00	100.00	100.00
	TOTAL REVENUE	.00	70,777.40	334,297.00	263,519.60
	TOTAL EXPENSES	.00	333,855.00	334,155.00	300.00
	INFRA. REPLACE. DEBT SERV TOTA	.00	263,077.60-	142.00	263,219.60
	TOTAL REVENUE	.00	119,178.06	345,585.31	226,407.25
	TOTAL EXPENSES	.00	108,300.00	341,265.00	232,965.00
	2015 GO REFUNDING DS TOTAL	.00	10,878.06	4,320.31	6,557.75-
	TOTAL REVENUE	.00	.00	141,462.50	141,462.50
	TOTAL EXPENSES	.00	145,537.50	146,762.50	1,225.00
	2016 GO REF/WT REV DS TOTAL	.00	145,537.50-	5,300.00-	140,237.50
	TOTAL REVENUE	.00	1,000.00	.00	1,000.00-
	TOTAL EXPENSES	.00	8,404.90	.00	8,404.90-
	CULTURE & REC CAP. FUND TOTAL	.00	7,404.90-	.00	7,404.90
	TOTAL REVENUE	.00	2,000.00	.00	2,000.00-
	TOTAL EXPENSES	.00	22,167.68	.00	22,167.68-
	BLDG & EQUIP CAP. FUND TOTAL	.00	20,167.68-	.00	20,167.68
	TOTAL REVENUE	42,755.86	325,101.89	585,850.00	260,748.11

**REVENUE & EXPENSE REPORT**  
**CALENDAR 8/2019, FISCAL 8/2019**

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL EXPENSES	95,967.79	485,371.89	823,313.49	337,941.60
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	WATER TOTAL	53,211.93-	160,270.00-	237,463.49-	77,193.49-
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	TOTAL REVENUE	35,506.33	285,228.51	455,800.00	170,571.49
	TOTAL EXPENSES	35,274.83	375,176.25	683,289.99	308,113.74
		-----	-----	-----	-----
	SEWER TOTAL	231.50	89,947.74-	227,489.99-	137,542.25-
		-----	-----	-----	-----
	TOTAL REVENUE	18,055.33	143,654.05	221,100.00	77,445.95
	TOTAL EXPENSES	16,821.67	134,684.59	219,923.37	85,238.78
		-----	-----	-----	-----
	SANITATION TOTAL	1,233.66	8,969.46	1,176.63	7,792.83-
		-----	-----	-----	-----
	TOTAL REVENUE	126,981.58	979,866.21	1,464,650.62	484,784.41
	TOTAL EXPENSES	99,799.76	854,966.14	1,409,557.27	554,591.13
		-----	-----	-----	-----
	ELECTRIC UTILITY TOTAL	27,181.82	124,900.07	55,093.35	69,806.72-
		-----	-----	-----	-----
	TOTAL REVENUE	12,189.51	97,654.61	146,250.00	48,595.39
	TOTAL EXPENSES	8,824.38	70,866.51	234,430.11	163,563.60
		-----	-----	-----	-----
	STORM SEWER TOTAL	3,365.13	26,788.10	88,180.11-	114,968.21-
		-----	-----	-----	-----
	TOTAL REVENUE	37,363.45	273,649.99	404,000.00	130,350.01
	TOTAL EXPENSES	29,870.22	256,906.87	405,347.00	148,440.13
		-----	-----	-----	-----
	LIQUOR TOTAL	7,493.23	16,743.12	1,347.00-	18,090.12-
		-----	-----	-----	-----
	TOTAL REVENUE	25,265.51	110,104.50	168,520.00	58,415.50
	TOTAL EXPENSES	6,521.99	173,436.65	204,423.27	30,986.62
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**REVENUE & EXPENSE REPORT**  
**CALENDAR 8/2019, FISCAL 8/2019****PCT OF FISCAL YTD 66.6%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	EASTVIEW APARTMENTS TOTAL	18,743.52	63,332.15-	35,903.27-	27,428.88
	TOTAL REVENUE	.00	11,545.00	40,000.00	28,455.00
	TOTAL EXPENSES	.00	.00	15,400.00	15,400.00
	RESERVE TOTAL	----- .00	----- 11,545.00	----- 24,600.00	----- 13,055.00
	REVENUE & EXPENSE FUND SUMMARY	54,982.33-	752,161.89-	441,657.57-	310,504.32

**REVENUE REPORT**  
**CALENDAR 8/2019, FISCAL 8/2019**

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	1,559,570.09	44,608.24	866,454.21	55.56	693,115.88
	AMBULANCE TOTAL	134,500.00	12,890.96	67,964.49	50.53	66,535.51
	SCDP GRANT REVOLVING LOAN TOTA	.00	459.35	5,400.97	.00	5,400.97-
	SCDP GRANT 2017 ADMIN TOTAL	.00	220.26	66,782.25	.00	66,782.25-
	EDA TOTAL	60,327.00	639.60	6,233.98	10.33	54,093.02
	EDA REVOLVING LOAN FUND TOTAL	2,600.00	28.13	602.11	23.16	1,997.89
	SEWR SYSTEM REPLACEMENT TOTAL	45,000.00	.00	.00	.00	45,000.00
	2009 GO TEMP IMPROVE DEBT TOTA	100.00	.00	.00	.00	100.00
	INFRA. REPLACE. DEBT SERV TOTA	334,297.00	.00	70,777.40	21.17	263,519.60
	2015 GO REFUNDING DS TOTAL	345,585.31	.00	119,178.06	34.49	226,407.25
	2016 GO REF/WT REV DS TOTAL	141,462.50	.00	.00	.00	141,462.50
	CULTURE & REC CAP. FUND TOTAL	.00	.00	1,000.00	.00	1,000.00-
	BLDG & EQUIP CAP. FUND TOTAL	.00	.00	2,000.00	.00	2,000.00-
	WATER TOTAL	585,850.00	42,755.86	325,101.89	55.49	260,748.11
	SEWER TOTAL	455,800.00	35,506.33	285,228.51	62.58	170,571.49
	SANITATION TOTAL	221,100.00	18,055.33	143,654.05	64.97	77,445.95
	ELECTRIC UTILITY TOTAL	1,464,650.62	126,981.58	979,866.21	66.90	484,784.41

**REVENUE REPORT**  
**CALENDAR 8/2019, FISCAL 8/2019**

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	STORM SEWER TOTAL	146,250.00	12,189.51	97,654.61	66.77	48,595.39
	LIQUOR TOTAL	404,000.00	37,363.45	273,649.99	67.74	130,350.01
	EASTVIEW APARTMENTS TOTAL	168,520.00	25,265.51	110,104.50	65.34	58,415.50
	RESERVE TOTAL	40,000.00	.00	11,545.00	28.86	28,455.00
	REVENUE BY FUND SUMMARY	=====	=====	=====	=====	=====
		6,109,612.52	356,964.11	3,433,198.23	56.19	2,676,414.29
		=====	=====	=====	=====	=====

**BUDGET REPORT**  
**CALENDAR 8/2019, FISCAL 8/2019**

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	1,559,570.09	108,168.70	1,045,593.15	67.04	513,976.94
	AMBULANCE TOTAL	113,675.00	10,519.35	85,853.78	75.53	27,821.22
	SCDP GRANT REVOLVING LOAN TOTA	.00	177.75	6,508.30	.00	6,508.30-
	SCDP GRANT 2017 ADMIN TOTAL	.00	.00	61,506.75	.00	61,506.75-
	EDA TOTAL	59,958.00	.00	16,224.16	27.06	43,733.84
	EDA REVOLVING LOAN FUND TOTAL	200.00	.00	.00	.00	200.00
	INFRA. REPLACE. DEBT SERV TOTA	334,155.00	.00	333,855.00	99.91	300.00
	2015 GO REFUNDING DS TOTAL	341,265.00	.00	108,300.00	31.73	232,965.00
	2016 GO REF/WT REV DS TOTAL	146,762.50	.00	145,537.50	99.17	1,225.00
	CULTURE & REC CAP. FUND TOTAL	.00	.00	8,404.90	.00	8,404.90-
	BLDG & EQUIP CAP. FUND TOTAL	.00	.00	22,167.68	.00	22,167.68-
	WATER TOTAL	823,313.49	95,967.79	485,371.89	58.95	337,941.60
	SEWER TOTAL	683,289.99	35,274.83	375,176.25	54.91	308,113.74
	SANITATION TOTAL	219,923.37	16,821.67	134,684.59	61.24	85,238.78
	ELECTRIC UTILITY TOTAL	1,409,557.27	99,799.76	854,966.14	60.65	554,591.13
	STORM SEWER TOTAL	234,430.11	8,824.38	70,866.51	30.23	163,563.60
	LIQUOR TOTAL	405,347.00	29,870.22	256,906.87	63.38	148,440.13



**BUDGET REPORT**  
**CALENDAR 8/2019, FISCAL 8/2019**

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	EASTVIEW APARTMENTS TOTAL	204,423.27	6,521.99	173,436.65	84.84	30,986.62
	RESERVE TOTAL	15,400.00	.00	.00	.00	15,400.00
	EXPENSES BY FUND SUMMARY	=====	=====	=====	=====	=====
		6,551,270.09	411,946.44	4,185,360.12	63.89	2,365,909.97
		=====	=====	=====	=====	=====

## AUGUST 2019 311 MONTHLY COUNCIL REPORT

Status	Address Number	Street Name	Work Type	Date Flagged	Flagged By	Modified Date	Last Modified By	Description
New Request	323	6TH AVE	Pothole	8/30/2019 12:19:59 PM	kathy.weber	8/30/2019 12:19:59 PM	kathy.weber	Please check alley behind Madison Optical. Potholes caused by semis.
New Request	621	1ST AVE	Pothole	8/26/2019 1:37:26 PM	kathy.weber	8/26/2019 1:37:26 PM	kathy.weber	Matt Schneider called (609 1st Ave) to say that the neighbor on north end of alley has made ruts and potholes in alley after city just repaired it.
Complete	0	prairie arts	Building Maintenance	8/19/2019 10:33:11 AM	alex.geerdes@ci.madison.mn.us	8/19/2019 10:33:12 AM	alex.geerdes@ci.madison.mn.us	
Initial Inspection Needed	203	5TH ST E	Junk Vehicle/Blight	8/19/2019 10:26:30 AM	alex.geerdes@ci.madison.mn.us	8/19/2019 10:26:30 AM	alex.geerdes@ci.madison.mn.us	removed rusty car and boat out to sewer plant thursday Aug 15th
New Request	506	6th Street	Electric - Other	8/13/2019 3:24:40 PM	kathy.weber	8/13/2019 3:24:40 PM	kathy.weber	Prairie Arts Center -- Report of light not working at top of stairs. Also report of large gap on east door and broken door stop on front door.
New Request	804	8th Street	Electric - Other	8/12/2019 2:47:34 PM	kathy.weber	8/12/2019 2:47:34 PM	kathy.weber	Calvary Baptist parking lot security light. On all the time, never turns off.
Complete	201	6TH AVE	Garbage	8/8/2019 9:57:38 AM	alex.geerdes@ci.madison.mn.us	8/8/2019 9:57:39 AM	alex.geerdes@ci.madison.mn.us	
New Request	616	8TH ST	Pothole	8/6/2019 11:47:50 AM	alex.geerdes@ci.madison.mn.us	8/6/2019 11:47:50 AM	alex.geerdes@ci.madison.mn.us	
New Request	322	3RD AVE	Streets - Other	8/2/2019 12:10:56 PM	kathy.weber	8/2/2019 12:10:56 PM	kathy.weber	Kelly Dalton has requested city to pick up and dispose of broken up concrete in alley. Estimated cost to Kelly \$182.00. Let Business Office know when complete so bill can be sent.
Complete	216	3RD AVE	Tree Trimming	8/2/2019 12:05:15 PM	kathy.weber	8/5/2019 1:04:23 PM	linedept	Beth Kellen says a tree of hers is hanging over neighbors electric service line to their house. Line Dept was there to trim earlier but vehicle was in the way. Neighbor is Bill James 218 3rd Ave.
Complete	930	1ST AVE N	Street Light Out - Electric	8/1/2019 10:43:14 AM	kathy.weber	8/5/2019 1:04:23 PM	linedept	Report of street light out in alley near LqP Family Service Center
Complete	630	3RD ST E	Street Light Out - Electric	7/29/2019 10:54:32 AM	kathy.weber	8/5/2019 1:04:23 PM	linedept	Don Shelstad 630 3rd St E Street Light out across the street



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:** September 5, 2019

**Re:** August 2019 Sales

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Sales for August were \$37,363 compared to \$36,606 last year; a \$757 increase.

Beer sales increased a modest \$493, with wine also increasing by \$461. Overall, liquor sales showed a \$263 increase.

**CITY OF MADISON  
MUNICIPAL LIQUOR STORE**

**LIQUOR DISPENSARY REPORT**  
Statement for the month of August 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	10920.32	11183.73	29.93%	82,677.53	92,109.94	33.66%
Beer	24555.03	25048.86	67.04%	177,246.61	174,936.27	63.93%
Mix, Ice, Etc.	1130.71	1130.86	3.03%	6,051.46	6,603.78	2.41%
<b>TOTAL SALES</b>	<b>36606.06</b>	<b>37,363.45</b>	<b>100.00%</b>	<b>265,975.60</b>	<b>273,649.99</b>	<b>100.00%</b>
<b>COST OF SALES</b>						
Inventory at 1st of month	37318.45	40782.27	109.15%	281,470.45	257,640.13	94.15%
Purchases	22688.08	19673.12	52.65%	174,596.23	185,454.34	67.77%
Freight	139.80	108.80	0.29%	1,013.40	1,248.60	0.46%
Inventory at end of month	36718.49	35530.67	95.09%	281,798.14	264,852.57	96.79%
<b>TOTAL COST OF SALES</b>	<b>23427.84</b>	<b>25,033.52</b>	<b>67.00%</b>	<b>175,281.94</b>	<b>179,490.50</b>	<b>65.59%</b>
<b>GROSS PROFIT</b>	<b>13178.22</b>	<b>12,329.93</b>	<b>33.00%</b>	<b>90,693.66</b>	<b>94,159.49</b>	<b>34.41%</b>
<b>OPERATING EXPENSE</b>						
Labor	5569.56	3755.87	10.05%	33,531.87	33,879.45	12.38%
PERA	144.54	145.93	0.39%	888.87	950.63	0.35%
FICA	425.91	287.66	0.77%	2,563.22	2,587.23	0.95%
Mandatory Medicare	0.00		0.00%	0.00	0.00	0.00%
Worker's Compensation	0.00		0.00%	1,474.00	1,246.00	0.46%
City Health Insurance	251.45	309.97	0.83%	2,011.60	2,479.76	0.91%
General Supplies	0.00		0.00%	163.69	116.24	0.04%
* Audit Service	83.33	83.33	0.22%	666.64	666.64	0.24%
Dues & Subscriptions	550.00	1100.00	2.94%	941.00	1,481.00	0.54%
Licenses & Taxes	0.00		0.00%	0.00	0.00	0.00%
Telephone & Internet	112.35	113.73	0.30%	833.27	905.00	0.33%
Advertising	240.00	460.00	1.23%	2,055.00	2,754.00	1.01%
Utilities	942.27	25.34	0.07%	4,716.00	4,019.61	1.47%
* Property Insurance	133.75	133.75	0.36%	1,070.00	1,117.00	0.41%
Training	0.00		0.00%	0.00	0.00	0.00%
Building Maint.	0.00		0.00%	0.00	0.00	0.00%
Equipment Maint.	0.00		0.00%	859.99	111.38	0.04%
Contractual Services	658.95	647.68	1.73%	4,157.43	4,467.67	1.63%
Travel	0.00		0.00%	0.00	0.00	0.00%
* Dram Shop Insurance	39.33	39.33	0.11%	314.67	309.18	0.11%
Miscellaneous	0.00		0.00%	1,877.78	0.00	0.00%
Depreciation	695.79	479.51	1.28%	4,012.88	3,836.08	1.40%
<b>TOTAL OPERATING EXPENSE</b>	<b>9847.23</b>	<b>7582.10</b>	<b>20.29%</b>	<b>62,137.91</b>	<b>60,926.87</b>	<b>22.26%</b>
<b>Operating Income</b>	<b>3330.99</b>	<b>4,747.83</b>	<b>12.71%</b>	<b>28,555.75</b>	<b>33,232.62</b>	<b>12.14%</b>
<b>Nonoperating Revenues:</b>						
Interest Income	0		0.00%			0.00%
<b>NET INCOME</b>	<b>3330.99</b>	<b>4,747.83</b>	<b>12.71%</b>	<b>28,555.75</b>	<b>33,232.62</b>	<b>12.14%</b>

\* Standard values per month



Report: Investment Summary  
 Account: Madison Agg (169736)  
 Date: 08/01/2019 - 08/31/2019

Account	Description	Original Units	Final Maturity	Beginning Market Value	Net Realized Gain/Loss	Interest/Dividend Received	Yield to Maturity	Expense	Coupon Rate	Beginning Accrued Balance	Ending Accrued Balance	Ending Market Value	Change In Accrued Balance	Ending Market Value + Accrued
Madison General Funds	FEDERATED GOVT OBL INST	211,545.00	08/31/2019	211,545.00	0.00	362.03	---	0.00	2.000	0.00	0.00	211,545.00	0.00	211,545.00
Madison General Funds	MMDA12		08/31/2019	955.70	0.00	0.05	---	0.00	0.000	0.00	0.00	528.69	0.00	528.69
Madison General Funds	Cash		08/31/2019	6,669.04	0.00	0.00	---	(427.01)	0.000	0.00	0.00	7,748.93	0.00	7,748.93
Madison General Funds	Summit Community Bank, Inc.	150,000.00	02/20/2020	149,523.00	0.00	178.36	1.866	0.00	1.400	69.04	69.04	149,668.50	0.00	149,737.54
Madison General Funds	Morgan Stanley Bank, N.A.	8,000.00	02/28/2020	8,024.32	0.00	100.27	1.852	0.00	2.500	84.38	1.10	8,025.60	(83.29)	8,026.70
Madison General Funds	CIT Bank	200,000.00	06/19/2020	200,024.00	0.00	0.00	1.751	0.00	2.000	471.23	810.96	200,392.00	339.73	201,202.96
Madison General Funds	Capital One, N.A.	0.00	08/05/2020	0.00	0.00	0.00	2.230	0.00	2.300	0.00	340.27	200,126.00	340.27	200,466.27
Madison General Funds	Capital One, N.A.	200,000.00	08/05/2020	199,644.00	0.00	2,281.10	2.230	0.00	2.300	2,230.68	0.00	0.00	(2,230.68)	0.00
Madison General Funds	GE Capital Financial Inc.	100,000.00	05/03/2021	100,948.00	0.00	0.00	1.772	0.00	2.600	648.22	869.04	101,360.00	220.82	102,229.04
Madison General Funds	Wells Fargo Bank, National Association	200,000.00	05/10/2021	200,020.00	0.00	0.00	3.300	0.00	2.000	909.59	1,249.32	200,022.00	339.73	201,271.32
Madison General Funds	Ally Bank Corp.	245,000.00	08/30/2021	249,613.35	0.00	3,685.07	1.791	0.00	3.000	3,101.10	40.27	250,799.15	(3,060.82)	250,839.42
Madison General Funds	Goldman Sachs Bank USA	180,000.00	11/23/2021	183,700.80	0.00	0.00	1.805	0.00	3.000	1,035.62	1,494.25	184,689.00	458.63	186,183.25
Madison General Funds	Synchrony Bank	20,000.00	12/02/2021	19,982.60	0.00	0.00	1.806	0.00	2.050	67.40	102.22	20,107.20	34.82	20,209.42
Madison General Funds	Barclays Bank Delaware	150,000.00	02/28/2022	150,075.00	0.00	1,142.05	2.555	0.00	2.644	835.80	43.47	150,300.00	(792.33)	150,343.47
Madison General Funds	Synchrony Bank	90,000.00	05/25/2022	91,261.80	0.00	0.00	1.999	0.00	2.800	469.48	683.51	91,907.10	214.03	92,590.61
Madison General Funds	JPMorgan Chase Bank, National Association	200,000.00	05/31/2022	199,794.00	0.00	0.00	1.869	0.00	1.500	509.59	764.38	199,952.00	254.79	200,716.38
Madison General Funds	HSBC Bank USA, National Association	250,000.00	07/14/2022	250,360.00	0.00	0.00	2.247	0.00	2.300	283.56	771.92	250,362.50	488.36	251,134.42
Madison General Funds	Sallie Mae Bank	200,000.00	06/13/2023	206,956.00	0.00	0.00	1.931	0.00	3.300	886.03	1,446.58	209,950.00	560.55	211,396.58
Madison General Funds	Discover Bank	150,000.00	07/25/2023	155,196.00	0.00	0.00	1.943	0.00	3.300	94.93	515.34	157,617.00	420.41	158,132.34
Madison General Funds	Discover Bank	70,000.00	09/14/2023	68,236.00	0.00	0.00	1.955	0.00	1.750	469.86	573.90	69,443.50	104.04	70,017.40
Madison General Funds	FEDERAL NATIONAL MORTGAGE ASSO	500,000.00	04/27/2029	495,540.00	0.00	0.00	3.470	0.00	2.500	3,263.89	4,305.56	500,010.00	1,041.67	504,315.56
Madison General Funds	---	3,124,545.00	11/28/2022	3,148,068.61	0.00	7,748.93	2.509	(427.01)	2.440	15,430.40	14,081.12	3,164,554.17	(1,349.28)	3,178,635.29

\* Weighted by: Ending Market Value + Accrued

\* Holdings Displayed by: Lot

Received this Interest Pmt

9/4/2019

## Cash and Investment Balances

Date: AUGUST 31, 2019

Fund	Acct No.	Cash Balance		Acct No.	Ehlers Investments Balance	Total by Fund
General Fund	101-10100	\$ 697,252.44		101-10113	\$ 101,000.00	\$ 798,252.44
Ambulance Fund	201-10100	\$ (93,584.15)		201-10113	\$ 200,000.00	\$ 106,415.85
EDA Fund	211-10100	\$ 4,576.84		211-10113	\$ -	\$ 4,576.84
Sewer Sys replace	225-10100	\$ 113,415.19		305-10113	\$ -	\$ 113,415.19
2009 GO Temp. Imp.	308-10100	\$ 2,867.00		308-10113	\$ -	\$ 2,867.00
Inf. Replace. DS	350-10100	\$ 38,618.58		350-10113	\$ -	\$ 38,618.58
2015 GO Refunding	351-10100	\$ 54,314.34		351-10113	\$ -	\$ 54,314.34
2016 GO Ref/Wt Rev	353-10100	\$ (117,369.37)		353-10113	\$ -	\$ (117,369.37)
Cult & Rec Capital	420-10100	\$ 49,181.84		601-10113	\$ -	\$ 49,181.84
Bldg & Equip Capital	425-10100	\$ 145,625.08		601-10113	\$ -	\$ 145,625.08
Streets Capital	430-10100	\$ -		601-10113	\$ -	\$ -
Water Fund	601-10100	\$ (18,799.68)		601-10113	\$ 99,000.00	\$ 80,200.32
Sewer Fund	602-10100	\$ (59,690.57)		602-10113	\$ 400,000.00	\$ 340,309.43
Sanitation Fund	603-10100	\$ 121,171.73		603-10113	\$ -	\$ 121,171.73
Electric Fund	604-10100	\$ 740,875.49		604-10113	\$ 1,800,000.00	\$ 2,540,875.49
Storm Sewer Fund	605-10100	\$ 189,869.05		605-10113	\$ -	\$ 189,869.05
Liquor Fund	609-10100	\$ 86,437.32		609-10113	\$ -	\$ 86,437.32
Eastview Fund	614-10100	\$ 52,873.76		614-10113	\$ 100,000.00	\$ 152,873.76
Reserve Fund	851-10100	\$ (85,383.96)		851-10113	\$ 424,545.00	\$ 339,161.04
		\$ 1,922,250.93			\$ 3,124,545.00	\$ 5,046,795.93
SCDP Rev Loan	202-10103	\$ 17,701.55			\$ -	\$ 17,701.55
SCDP Grant Admin	205-10104	\$ 5,639.40			\$ -	\$ 5,639.40
EDA Rev Loan Fund	212-10105	\$ 112,808.10			\$ -	\$ 112,808.10
		\$ 2,058,399.98				
<b>Grand Total Cash and Investments</b>						<b>\$ 5,182,944.98</b>

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

**August 30, 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	1002	\$4,680.47	\$10,000.00
Mtech Service & Repair L	MGD#1008	10/01/21	\$29,400.00	\$283.07			\$10,830.90
Susana C. Wittnebel	MGD#1010	10/15/23	\$2,500.00	tax assessment			\$1,701.31
Pantry Café	MGD#1011	12/01/19	\$3,703.59	\$110.75			\$329.68
LqP Ag Society/Fair Board	-10 year no interest l	12/31/27	\$85,000.00	\$3000/year			\$27,000.00

**TOTAL MEDA LOANS (REVOLVING LOAN FUND) \$4,680.47 \$49,861.89**

**MEDA DWM PAY LOANS (CITY)**

**TOTAL MEDA DWN PAY LOANS (CITY) \$0.00 \$0.00**

**MEDA DWM PAY LOANS (STATE)**

**TOTAL MEDA DWN PAY LOANS (STATE) \$0.00 \$0.00**

**TOTAL DELINQUENCIES \$4,680.47**

**FUND BALANCE AVAILABILITY**

		DWN PAY LOANS (CITY)	DWM PAY LOANS (STATE)	TOTALS
<b>Fund Balance</b>	\$162,424.55	\$0.00	\$0.00	\$162,424.55
<b>Less Loans Outstanding</b>	\$49,861.89	\$0.00	\$0.00	\$49,861.89
<b>Less Other Assets</b>		\$0.00	\$0.00	\$0.00
<b>Funds Available</b>	<b>\$112,562.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$112,562.66</b>

**TOTAL CHECKING & INVESTMENTS OR FUNDS AVAILABLE FOR LENDING 8/30/2019 \$112,562.66**

**FUND BALANCE INCOME**

January 19 Int <b>\$109.77</b>	April 19 Int <b>\$29.45</b>	July 19 Int <b>\$119.51</b>	October 19 Int
February 19 Int <b>\$21.83</b>	May 19 Int <b>\$122.25</b>	August 19 Int <b>\$28.13</b>	Nov 19 Int
March 19 Int <b>\$98.82</b>	June 19 Int <b>\$72.35</b>	Sept 19 Int	Dec 19 Int
		<b>2019 YTD Interest</b>	<b>\$602.11</b>

# Water Plant Monthly Report

Year: 2019

		January	February	March	April	May	June	July	August	Year End Total
Aqua Hawk	Used (gal)	22	12	22	22	24	25	26	25	178
	Cost	\$186.78	\$101.88	\$186.78	\$186.78	\$203.76	\$212.25	\$220.74	\$212.25	\$1,511.22
KMNO4	Used (lbs)	323	360	343	329	353	376	334	323	2741
	Cost	\$1,211.25	\$1,350.00	\$1,286.25	\$1,233.75	\$1,323.75	\$1,410.00	\$1,252.50	\$1,211.25	\$10,278.75
Anti Scalant	Used (gal)	30	16	31	34	33	34	32	31	241
	Cost	\$1,449.00	\$772.80	\$1,497.30	\$1,642.20	\$1,593.90	\$1,642.20	\$1,545.60	\$1,497.30	\$11,640.30
Poli-phosphate	Used (gal)	44	38	51	51	54	59	59	51	407
	Cost	\$557.92	\$481.84	\$646.68	\$646.68	\$684.72	\$748.12	\$748.12	\$646.68	\$5,160.76
Chlorine	Used (lbs)	81	80	89	92	111	140	126	96	815
	Cost	\$76.95	\$76.00	\$84.55	\$87.40	\$105.45	\$133.00	\$119.70	\$91.20	\$774.25
Nalco 7768 Polymer	Used (gal)	2.7	1.75	2.75	2.5	2.5	3.3	3.5	2.25	21.25
	Cost	\$73.44	\$47.60	\$74.80	\$68.00	\$68.00	\$89.76	\$95.20	\$61.20	\$578.00
Flouride	Used (gal)	16	14	15	15	18	19	19	17	133
	Cost	\$81.28	\$71.12	\$76.20	\$76.20	\$91.44	\$96.52	\$96.52	\$86.36	\$675.64
Sodium meti-Bisulfate	Used (lbs)	7	106	7	9	9	9	8	9	164
	Cost	\$9.87	\$149.46	\$9.87	\$12.69	\$12.69	\$12.69	\$11.28	\$12.69	\$231.24
R <sub>o</sub> O <sub>u</sub> Pre-Filters	Used (case)	0	1	1	2	2	2	2	2	12
	Cost	\$0.00	\$207.35	\$207.35	\$404.70	\$404.70	\$44.70	\$404.70	\$404.70	\$2,078.20
RO Cleaner P 703 low Ph	Used	0	0	0	0	0	0	0	0	0
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sodium Hydroxide	Used (gal)	0	0	0	0	0	0	0	0	0
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RO Cleaner p111 High Ph	Used (lbs)	0	0	0	0	0	0	0	0	0
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Caustic Soda 50% & 30%	Used (gal)	85	44	79	79	81	93	88	77	626
	Cost	\$725.90	\$375.76	\$674.66	\$674.66	\$691.74	\$794.22	\$751.52	\$657.58	\$5,346.04
Hydrachloric Acid 31%	Used (gal)	0	0	0	0	0	0	0	0	0
	Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Well gal Pumped	x1000	4812	4024	4770	4758	5304	5699	5386	5095	39848
Hi service gal, pumped	x1000	3163	2860	3212	3240	3626	3849	3690	3465	27105
Gallons to Waste	x1000	1018	642.6	1012	1000	1127	1212	1151	1080	8242.6
RC membrane gal pumped	x1000	3324	2062	3302	3301	3709	4006	3782	3578	27064
Backwash gal pumped	x1000	644	626	625	611	675	741	701	660	5283
w. p water meter gallons	Actual	158290	140580	171780	177530	203720	224280	223940	216250	1516370
Treated accounted gal	Actual	0	0	9150	11100	5100	9600	2000	5100	42050
Soft Water gal sold	Actual	0	0	0	0	4000	0	0	0	4000
Baseball Field well gal	Actual	0	0	0	21700	80600	365400	278100	184400	930200

gravity filter rehab done in Feb.



## **LqP Computer Commuter**

### **September 2019 Update**

Please find the community totals for August.

22 people came on board the LqP Computer Commuter this month. We only ran 1 of the 4 weeks in August.

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

### **August 2019 Attendance**

	<b>Aug 5</b>	<b>Aug 12</b>	<b>Aug 19</b>	<b>Aug 26</b>		<b>Totals</b>
<b>Bellingham</b>			<b>2</b>			<b>2</b>
<b>Boyd</b>			<b>3</b>			<b>3</b>
<b>Dawson</b>			<b>4</b>			<b>4</b>
<b>Madison</b>			<b>4</b>			<b>4</b>
<b>Marietta</b>			<b>6</b>			<b>6</b>
<b>Nassau</b>			<b>3</b>			<b>3</b>
<b>Totals</b>			<b>22</b>			<b>22</b>

# CITY COUNCIL CHECKLIST

9/6/2019

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	Progress Notes	COMPLETE
Broadband Exploration	4/20/2017	Meyer	CM,committee	No change in grant requirements	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	Small Cities Development Grant	ongoing
Downtown Open Space	10/27/2014	Conroy	CM Parks Board	Trees, grass, For Sale Sign advertising MEDA contact	ongoing
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	On hold - will require additional community engagement	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Preapplication submitted, request for bids due 9/12/19	ongoing
Pool Hours of Operation	3/25/2019	Zahrbock	CM, council	Last Date August 24th	ongoing
Climbing Wall at Pool	8/26/2019	Volk	Parks		
Handicap Restroom at Grand/Public	8/26/2019	Meyer			



**BOLTON  
& MENK**

Real People. Real Solutions.

2040 Highway 12 East  
Willmar, MN 56201-5818

Ph: (320) 231-3956  
Fax: (320) 231-9710  
Bolton-Menk.com

September 5, 2019

Honorable Mayor Thole,  
Members of the City Council and City Manager, Val Halvorson  
City of Madison  
404 6<sup>th</sup> Avenue  
Madison, MN 56256

Re: Eastview Improvements  
Madison, Minnesota  
BMI Project No: W14.118395


Dear Mayor, Council and Manager:

Please find the enclosed invoice from Bolton & Menk, Inc. for engineering services for the above referenced project.

I recommend total payment be made in the amount of \$1,265.00. If you have questions regarding any of the above, please feel free to call me at 320-231-3956.

Sincerely,

**Bolton & Menk, Inc.**

  
**Phillip DeSchepper, P.E.**  
City Engineer

Enclosures



Real People. Real Solutions.

**Please Remit To:** Bolton & Menk, Inc.  
 1960 Premier Drive | Mankato, MN 56001-5900  
 507-625-4171 | 507-625-4177 (fax)  
 www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



\* 2 0 1 9 \*



\* 0 2 3 8 0 2 9 \*



\* W 1 4 . 1 1 8 3 9 5 \*

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

August 22, 2019

Project No:

W14.118395

Invoice No:

0238029

**Madison/Eastview Improvements****Professional Services**

	Hours	Amount	
Senior Technician	11.00	1,265.00	
Totals	11.00	1,265.00	
<b>Total Labor</b>			<b>1,265.00</b>
<b>Total this Invoice</b>			<b>\$1,265.00</b>



**BOLTON  
& MENK**

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2040 Highway 12 East  
Willmar, MN 56201-5818

Ph: (320) 231-3956  
Fax: (320) 231-9710  
Bolton-Menk.com

September 5, 2019

Honorable Mayor Thole,  
Members of the City Council and City Manager, Val Halvorson  
City of Madison  
404 6<sup>th</sup> Avenue  
Madison, MN 56256

Re: 2017 Grant Writing  
Madison, Minnesota  
BMI Project No: W14.112959

Dear Mayor, Council and Manager:

Please find the enclosed invoice from Bolton & Menk, Inc. for engineering services for the above referenced project.

I recommend total payment be made in the amount of \$1,715.00. If you have questions regarding any of the above, please feel free to call me at 320-231-3956.

Sincerely,

Bolton & Menk, Inc.

**Phillip DeSchepper, P.E.**  
City Engineer

Enclosures



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.  
 1960 Premier Drive | Mankato, MN 56001-5900  
 507-625-4171 | 507-625-4177 (fax)  
 www.Bolton-Menk.com

To Ensure Proper Credit, Provide Invoice Numbers with Payment



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

August 22, 2019

Project No:

W14.112959

Invoice No:

0238021

**Madison/2017 Grant Writing****Professional Services**

	Hours	Amount	
Administrative	1.00	90.00	
Senior Project Engineer	13.00	1,625.00	
Totals	14.00	1,715.00	
<b>Total Labor</b>			<b>1,715.00</b>
<b>Total this Invoice</b>			<b>\$1,715.00</b>

## DEMOLITION AGREEMENT

This AGREEMENT dated the 9th day of September, 2019, by and between the City of Madison, a Minnesota municipal corporation ("CITY") and Kevin Tollefson, ("HOMEOWNER").

### RECITALS

**Whereas**, HOMEOWNER owns a parcel of land located at 515 4th Avenue, Madison, Minnesota ("Property") with a dilapidated residential building thereon; and

**Whereas**, the CITY has established a program to assist property owners in the City of Madison in demolishing certain residential buildings wherein the CITY will contribute the lesser of 75% or \$3,500 of the total demolition costs for any one particular property; and

**Whereas**, HOMEOWNER desires to demolish said building and any accessory buildings and requests assistance from the CITY; and

**Whereas** the CITY agrees to contribute to the demolition of such building in accordance with following terms and conditions:

- A. DEMOLITION PLANS.** The HOMEOWNER shall be solely responsible for the coordination and supervision of the demolition and HOMEOWNER further agrees to restore the Property to grade and in accordance with any and all applicable ordinances.
- B. CONTRIBUTION BY CITY:** The CITY hereby agrees to contribute the lesser of 75% or \$3,500 of the total costs of the demolition of the above-referenced building. HOMEOWNER shall notify the CITY and obtain approval of the project prior to commencement of the demolition with respect to the total costs and expenses. The CITY shall pay its portion only upon verification that HOMEOWNER has paid their portion. The HOMEOWNER may also pay the contractor in whole with the CITY reimbursing the HOMEOWNER upon proof that the HOMEOWNER has paid the contractor in whole.

- C. TIME OF PERFORMANCE.** HOMEOWNER agrees to complete the demolition and restore the property to grade within 30 days from the start of demolition of any buildings.
- D. RESPONSIBILITY FOR COSTS.**
1. HOMEOWNER shall pay all costs incurred by it or CITY, other than those agreed herein, in conjunction with the demolition of the building including, but not limited to, legal, planning, engineering, and inspection expenses incurred in connection with approval and acceptance of the project, and all reasonable costs and expenses incurred by CITY in monitoring and inspecting development of the project.
  2. HOMEOWNER shall hold CITY and its officers, agents, and employees harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from demolition. HOMEOWNER shall indemnify CITY and its officers, agents, and employees for all costs, damages, or expenses, which CITY may pay or incur in consequence of such claims, including attorney's fees.
  3. HOMEOWNER shall reimburse CITY for the cost of enforcement of this agreement including legal, engineering, and administrative fees.
- E. HOMEOWNER'S DEFAULT.** In the event of default by HOMEOWNER as to any of the work to be performed by it hereunder, CITY may, at its option, perform the work and the HOMEOWNER shall promptly reimburse CITY for any expense incurred by CITY. This agreement is a license for CITY to act and it shall not be necessary for CITY to seek a Court order for permission to enter the land. When CITY does any such work, CITY may, in addition to its other remedies, assess the cost in whole or in part to the property within the plat. The HOMEOWNER specifically waives any right to a public hearing under M.S. 429 or appeal rights related to such assessments.
- E. MISCELLANEOUS.**
1. This agreement shall be binding upon the parties, their heirs, successors, or assigns, as the case may be.
  2. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of the agreement.
  3. The action or inaction of CITY shall not constitute a waiver or amendment to the provisions of this agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by written resolution of the

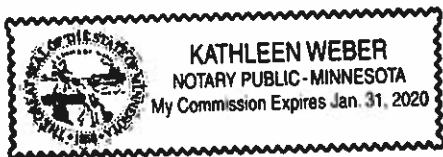


4. Compliance with Laws and Regulations. HOMEOWNER represents to CITY that the project complies with all City, County, State, and Federal laws and regulations, including, but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations. If CITY determines that the project does not comply, CITY may, at its option, refuse to allow any construction or development work in the project until HOMEOWNER does comply. Upon CITY's demand, HOMEOWNER shall cease work until there is compliance.
5. This agreement shall run with the land and may be recorded against the title to the property.

Dated: Sept 3, 2019

KEVIN TOLLERSON (Print)  
Kevin TollerSON (Signature)

The foregoing was acknowledged before me this 3rd day of Sept, 2019, by Kevin Tollefson.



Kathleen Wilkes  
Notary Public

CITY OF MADISON

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Clerk

STATE OF MINNESOTA            )  
  ) ss.  
COUNTY OF LAC QUI PARLE    )

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by Greg Thole, Mayor, and by Kathleen Weber, City Clerk, of the City of Madison, a municipal corporation under the laws of the State of Minnesota.

\_\_\_\_\_  
Notary Public

# ESTIMATE



Excavating & Hauling LLC

TO: kevin Tollefson

11

MN 56212

18

\*\*\*THIS IS NOT A BILL\*\*\*

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Demo House, haul to land fill Remove all material Cap water & Sewer Compact Fill up to sub grade Final grading of top soil		
		TOTAL	\$7,075.00

Please call with any questions. 320-413-0518

Thanks!

Nate

# ***Pehrson Excavating***

**Andy Pehrson**

**1-320-766-3139**

**1024 295<sup>th</sup> ave. Boyd, Mn. 56218**

## **Proposed Price For : Madison house Demo**

### **Project:**

- Tear down and haul old house to the landfill.**
- Haul all wood and cement out leaving no debris in the hole.**
- Cap the water and sewer lines.**
- Backfill the hole with good compactable fill, pack it up in 8" lifts.**
- Spread black dirt back over the top, grade it out to seed grass.**

***Total Price:\$7,400***

***I appreciate your business!***

**Andy Pehrson**



CITY OF  
**MADISON**

#### Legend

- Sanitary Building
- Sanitary Lift Station
- Sanitary Manhole
- Sanitary Gravity Pipe
- Sanitary Forcemain
- Sanitary Casing
- Storm Manhole
- Storm Catch Basin
- Storm Culvert
- Storm Pipe
- Storm Pond
- City Limits
- Parcels (3/1/2019)
- PWI-Basin

#### Map Name



#### Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Madison is not responsible for any inaccuracies herein contained.

0 94 Feet



Date: September 5, 2019

To: Roy Marihart, Chair, Lac qui Parle County Board, 600 Sixth Street, Madison, MN 56256  
Greg Thole, Mayor, City of Madison, 404 Sixth Avenue N, Madison, MN 56256  
Dawn Croatt, Chair, Madison Township Board, 2546 211<sup>th</sup> Ave, Madison, MN 56256  
Mike Croatt, Chair, Lac qui Parle Soil and Water Conservation District, 112 8<sup>th</sup> Avenue South, Suite 1, Madison, MN 56256  
Jennifer Bregerg, Environmental Officer, Lac qui Parle County Environmental Office, 600 Sixth Street, Suite 7, Madison, MN 56256  
Chessa Frahm, District Manager, Lac qui Parle Soil and Water Conservation District, 122 8<sup>th</sup> Avenue South, Suite 1, Madison, MN 56256  
Dawn Hegland, Executive Director, Upper Minnesota Valley Regional Development Commission, 323 W. Schlieman Avenue, Appleton, MN 56208  
Trudy Hastad, Lac qui Parle Yellow Bank Watershed District, Administrator, 600 Sixth Street, Suite 7, Madison, MN 56256  
Amanda Strommer, Minnesota Department of Health Planner, 1400 E. Lyon Street, Marshall, MN 56258-1268

From: Valerie Halvorson and Dean Broin, City of Madison

Re: Wellhead Protection Plan, Part 1, for City of Madison

The City of Madison is in the process of developing a wellhead protection plan for its drinking water supply wells. As required by the Minnesota Wellhead Protection Rule (part 4720.5330, subpart 6), the Minnesota Department of Health approved Part 1 of the wellhead protection plan for our system. This portion of the plan includes information pertaining to:

1. The delineation of the wellhead protection area,
2. The drinking water supply management area boundary, and
3. The well and drinking water supply management area vulnerability assessment.

Enclosed please find the items listed above. If you would like a complete copy of the Part 1 plan containing the technical information used to delineate the wellhead protection area, drinking water supply management area, and vulnerability of the wells and aquifer, please contact the city at 320-598-7373.

Consistent with the Wellhead Protection Rule (part 4720.5330, subpart 7), a Public Information Meeting has been scheduled on Monday, October 28th, 2019 at 5:30 PM at the city hall auditorium at 404 Sixth Avenue, Madison, MN to discuss issues and concerns with this portion of the plan. We welcome your participation at this event. If you have any questions concerning this matter, please contact us.

cc: Trudi Witkowski, Minnesota Department of Health, SWP Unit, PO Box 64975, St. Paul, MN 55164-0975

# City of Madison Wellhead Protection (WHP) Plan Public Informational Meeting

The public is invited to a public information meeting to discuss wellhead protection planning for the City of Madison at City Hall on the 28<sup>th</sup> day, October, 2019 at 5:30 PM.



DOING  
THE MOST  
GOOD

NORTHERN DIVISION HEADQUARTERS

2445 Prior Avenue North  
Roseville, MN 55113  
p: 651-746-3400  
f: 651-746-3410  
SalvationArmyNorth.org

August 29, 2019

Brian Peddle, General  
Commissioner F. Bradford Bailey, Territorial Commander  
Lt. Colonel Lonnel Richardson, Divisional Commander  
Our website address is: [www.heatshare.org](http://www.heatshare.org)

Madison Public Utilities  
Kathy Weber  
404 - 6<sup>th</sup> Ave  
Madison, MN 56256

Greetings from The Salvation Army's HeatShare Program staff.

Let me first introduce myself! My name is Lynnette Medcalf and I am the new Divisional HeatShare Training and Support Coordinator. I have been working for the Salvation Army since 2005 and I am absolutely thrilled for the opportunity to now work with HeatShare Program. There is a lot for me to learn, but, I am ready for the challenge.

With that being said, I want to thank everyone that has continued to be an active participant of the HeatShare Program. HeatShare is celebrating its 37<sup>th</sup> year thanks to the commitment of utilities such as yours. For those who are not currently active participants, it is our hope that you will join us this next HeatShare season. Hopefully, we can count on all of our community partners to be a part of our HeatShare network.

HeatShare is a positive way for you to reach out to customers in need; especially with energy costs rising year after year. Additionally, there are many households who have limited resources to turn to; particularly after the state programs are closed or unavailable. Your support of this program aides those in your community to receive the help that they need.

We are asking that you assist us to do one or more of the following:

\*please check all applicable boxes

- ☐ Distribute bill inserts to solicit donations
- ☐ Utilize your website to advertise
- ☐ Use your utility newsletter to inform those in your community

If you do not wish to participate in the HeatShare Program, please check the below box:

- ☐ I do not wish to participate in The HeatShare Program

Enclosed you will find a copy of The Salvation Army's HeatShare Agreement. If you wish to participate, please present this to your governing authorities to review and sign. A self-addressed stamped envelope is enclosed for your convenience. A fully executed agreement will be returned to you.

If you have any questions about HeatShare, or need to place an order for more bill inserts, please contact me at 651-746-3542. Our program continues to be a success in Minnesota, thanks to individuals and organizations like you.

Thank you for your support.

Sincerely,

Lynnette Medcalf, LSW  
Divisional HeatShare Training & Support Coordinator  
LM:ra  
Enclosures

Brochure Printing - approx \$300.00



## **HEATSHARE PROGRAM AGREEMENT**

**COMES NOW, Madison Public Utilities**, in joint partnership with The Salvation Army, an Illinois Corporation (The Salvation Army), submits its joint customer contribution fund program plan as follows:

### **PROGRAM NAME:**

HeatShare (A voluntary non-governmental program of The Salvation Army) which has been in existence since 1982.

### **PURPOSE:**

The purpose of this energy related program, shall be to advance the common good and general welfare of the people by soliciting voluntary contributions from customers and employees to assist needy Minnesotans with energy related problems, including but not limited to residential heating bills, repairs on home heating equipment, and shut offs; and to provide assistance in reducing the cost of utilities for qualified low-income elderly, disabled, and others with special needs who have difficulty paying their energy related expenses.

### **CUSTOMER NOTIFICATION:**

Customers will be notified through Madison Public Utilities. Notifications will be made via bill inserts and/or newsletter. In addition, press releases and media notification will be utilized when appropriate and beneficial to HeatShare and Madison Public Utilities.

### **TRANSFER/DISTRIBUTION OF FUNDS:**

Madison Public Utilities will transfer funds to The Salvation Army on a regular basis in amounts equal to contributions received and processed prior to such date. Funds will be allocated by each Salvation Army unit corresponding to Madison Public Utilities in direct proportion to donations received from their area. On an exceptional basis, The Salvation Army, will have at their discretion, the authority to adjust the distribution of funds where they deem fit. A minimum of 85% of the funds will be used in the distribution of funds as per the attached guidelines A-1.

### **IMPLEMENTATION:**

Implementation is scheduled with the insertion of customer notification/authorization in at least one monthly bill or newsletter each year thereafter, unless this agreement is terminated.

### **ADDITIONAL:**

Madison Public Utilities proposes at this time to defray the expense of solicitation through paying of bill insert costs, any promotional costs deemed necessary, and the cost of collection and transmittal of contributions.

### **EFFECTIVE DATE:**

This plan becomes effective this October 1, 2019, and stays effective until September 30, 2020, or until Madison Public Utilities or The Salvation Army terminates this agreement by giving a 90 day written notice to the other party.

**NOTICE:**

The Salvation Army will follow the operational guidelines (A-1) attached hereto. Notices shall be deemed given upon personal delivery, or when deposited in the United States mail, postage prepaid and addressed as follows:

**If to Madison Public Utilities:**

Attn: Kathleen Weber  
Title: City Clerk  
Address: 404 – 6<sup>th</sup> Ave  
Madison, MN 56256  
Phone: 320.598.7373

**If to The Salvation Army:**

Attn: Lynnette Medcalf  
Title: Divisional HeatShare Coordinator  
Address: 2445 Prior Avenue N  
Roseville, MN 55113  
Phone: 651-746-3542

**WHEREFORE,** Madison Public Utilities, requests that its proposed joint customer contribution fund program be approved as submitted.

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Attest: \_\_\_\_\_  
Title: \_\_\_\_\_  
Dated the \_\_\_\_\_ day of \_\_\_\_\_ 2019

The Salvation Army, an Illinois Corporation

By: \_\_\_\_\_  
Title: Divisional Commander  
Attest: \_\_\_\_\_  
Title: Divisional HeatShare Coordinator  
Dated the \_\_\_\_\_ day of \_\_\_\_\_ 2019

## Val Halvorson

---

**From:** info@swmnarts.org  
**Sent:** Thursday, August 29, 2019 9:27 AM  
**To:** Kristi Fernholz; Val Halvorson  
**Subject:** Results of SMAC Art Project Grant

---

### LAC QUI PARLE COUNTY SECURITY NOTICE :

This email originated from an external sender. Exercise caution before clicking on any links or attachments and consider whether you know the sender. For more information please contact support.

---

August 29, 2019

Kristi Fernholz  
PD email: kristi.fernholz@umvrdc.org

City Manager, Valerie Halvorson  
AO email: madison@ci.madison.mn.us

Dear Valerie:

I am pleased to inform you that the SMAC Board of Directors met on 8/27/2019 and voted to award the City of Madison an Art Legacy Project Grant in the amount of \$25000.00 for their project #APL-1894, "Biome: A light-based sculpture". Your application scored a percentage of 87.14%, and was ranked #6 of 18. Below I have included comments from the grant review panel so you can better understand their scoring.

**Within 30 days, log in to our [online grant system](#) to find and certify your contract.** Both the project director and the authorizing official listed on the grant application are responsible for compliance with the contract.

Please read through the contract carefully, paying special attention to the "Publicity and Acknowledgement" section, which outlines the proper use of credit lines when advertising your project.

Upon receipt of your completed contract (or within thirty days of the start date of the project, whichever is later) you will be sent a check for 80% of the grant award. Make sure to spend the full amount you budgeted for expenses. SMAC expects you to spend what you have proposed in your budget. During the project, if your budget numbers change you must email SMAC for approval prior to any project changes or additions. In accordance with the program guidelines, a final report is due sixty days after the completion of the project, in this case by 11/29/2019. The final report can also be accessed within our [online grant system](#). Upon receipt and approval of the online final report form, the remaining 20% of the award will be sent to you.

Congratulations and best wishes for a successful project. If we can provide assistance or answer any questions, please don't hesitate to call.

Sincerely,



Nicole DeBoer  
Executive Director

P.S. Some of the funds for this project have been allocated by the Minnesota Legislature through its Arts & Cultural Heritage Funding Plan. Please thank your area legislators for their support of this important project (if possible, send a copy of your thank you letter to SMAC). For information on reaching your legislators, please call our office.

## **PANEL EVALUATIONS**

**ARTISTIC QUALITY & MERIT: 90%** They used a planning grant to choose from more than one artist/design. The planning grant and process ensures a fair selection process. The design sounds cool. Strong work samples. A quality artist. This public art piece sounds unique and exciting from the description. Artistic quality and merit are high. This public art piece sounds unique and exciting.

**IMPACT: 84%** I like that they're planning to do a video-time lapse of the process so people can see how it happens. It looks like it's on a busy intersection for visibility. It might help draw people into town. It furthers community pride. Community involvement thus far appears to be positive. It seems like it will lead them to more public art projects. It's accessible to the community. People can even sit on it. Will people understand the symbolism—is there a plaque that explains it?

**REACHING THE UNDER-SERVED: 80%** The subject matter is accessible. They need to explain the symbolism to everyone somewhere. It's in a public space. Most people can see or get to the sculpture without needing transportation. They're making sure the sculpture path is slip-resistant.

**ABILITY TO ACCOMPLISH: 83%** They weren't very specific on how the community would provide financially for the project. UMVRDC is a good organization to have working with them – they do a lot of other art things. The artist's lodging is in-kind, showing some community support. The planning indicates a high ability to accomplish the project.

**OUTCOME EVALUATION: 95%** One of the best surveys. They will have more people filling it out because of the door prize. The changes that would occur are kind of vague. It's unusual for people to sign and put contact information on a survey.

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**Southwest Minnesota Arts Council**

[info@swmnarts.org](mailto:info@swmnarts.org)

114 North 3rd Street, PO Box 55  
Marshall, MN 56258

**800-622-5284, 507-537-1471**

[www.swmnarts.org](http://www.swmnarts.org)



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

August 28, 2019

Scott Schuelke  
204 3<sup>rd</sup> St  
Madison MN 56256

Dear Scott:

This letter is in regard to miscellaneous items piled up on your property at 204 3<sup>rd</sup> Street. This has been identified by our Code Enforcement Officer as an ordinance violation and a public safety concern which needs to be addressed. An excerpt from city ordinance is included for your reference, and all ordinances are available on the city's website at [www.ci.madison.mn.us](http://www.ci.madison.mn.us).

**§ 92.17 EXTERIOR PROPERTY AREAS (A) Sanitation.** All exterior property areas and vacant areas shall be maintained in a clean and sanitary condition, safe and free from any hazard or dangerous condition, and free from any accumulation of refuse or garbage.

To alleviate non-compliance and preserve public health and safety, please take care of this matter or plan to attend the City Council meeting on Monday, September 9th, 2019, starting at 5:00 p.m. to provide a plan and timeline in getting this property into compliance. If you are unable to attend the meeting on September 9th, then please provide a written plan and timeline to City Manager Val Halvorson prior to that date. If you disagree with this notice of non-compliance, you can request a review by contacting City Manager Val Halvorson at (320) 598-7373.

Your cooperation in taking care of this matter is greatly appreciated. If you have any questions or need additional information, please contact City Hall.

Sincerely,

City of Madison

## SCHEDULED CLAIMS LIST

UP CK# 58522-58557

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
082719	1	8/27/19	8/27/19	488 BETTY CHESTER WT-WIRELESS HEADPHONE	85.49	601 601-49400-404	1
				INVOICE TOTAL	85.49		
				VENDOR TOTAL	85.49		
3494 CASEY CHESTER							
082719	1	8/27/19	8/27/19	AMB-PART TIME WAGES-C CHESTER	212.50	201 201-44100-103	1
				INVOICE TOTAL	212.50		
				VENDOR TOTAL	212.50		
3577 CLARK EQUIPMENT CO							
1333709	1	8/27/19	8/27/19	STR-BOBCAT	7,137.86	101 101-43100-550	1
				INVOICE TOTAL	7,137.86		
				VENDOR TOTAL	7,137.86		
1865 MN ENERGY RESOURCES							
082719	1	8/27/19	8/27/19	LIB-NAT GAS 8/19	50.00	101 101-45500-380	1
				INVOICE TOTAL	50.00		
				VENDOR TOTAL	50.00		
2240 PIONEERLAND LIBRARY SYS.							
082719	1	8/27/19	8/27/19	LIB-DVD'S	556.19	101 101-45500-592	1
				INVOICE TOTAL	556.19		
				VENDOR TOTAL	556.19		
3559 RMB ENVIRONMENTAL LABS, INC							
463959	1	8/27/19	8/27/19	WT-CARBONACEOUS/CHEMICALS	41.00	601 601-49400-409	1
	2			SEW-CARBONACEOUS/CHEMICALS	113.00	602 602-49450-409	1
				INVOICE TOTAL	154.00		
				VENDOR TOTAL	154.00		
				BANK 1 - KLEIN/UNITED PR TOTAL	8,196.04		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	8,196.04		
				GRAND TOTALS	8,196.04		

## SCHEDULED CLAIMS LIST

UP CK # 58574 - 58595

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE 270 BORDER STATES ELECTRIC SU								
918292303	1	9/03/19	9/03/19	ELEC-MAINT SUPPLIES	64.46	604	604-49570-227	1
				INVOICE TOTAL	64.46			
918330174	1	9/03/19	9/03/19	ELEC-SECONDARY PEDESTAL	816.79	604	604-49570-582	1
				INVOICE TOTAL	816.79			
918343029	1	9/03/19	9/03/19	ELEC-POLE RISER	407.58	604	604-49570-582	1
				INVOICE TOTAL	407.58			
918360650	1	9/03/19	9/03/19	ELEC-LINES/WIRES	272.41	604	604-49570-582	1
				INVOICE TOTAL	272.41			
918360651	1	9/03/19	9/03/19	ELEC-BARE SD	152.21	604	604-49570-582	1
				INVOICE TOTAL	152.21			
				VENDOR TOTAL	1,713.45			
510 CITY OF MADISON								
090319	1	9/03/19	9/03/19	UTIL DEP/INT REF-L SCHELLBERG	100.00	604	604-22000	1
	2			UTIL DEP/INT REF-L SCHELLBERG	.87	604	604-49590-602	1
				INVOICE TOTAL	100.87			
090319A	1	9/03/19	9/03/19	UTIL DEP/INT REF-T HILL	150.00	604	604-22000	1
	2			UTIL DEP/INT REF-T HILL	3.09	604	604-49590-602	1
				INVOICE TOTAL	153.09			
090319A*	1	9/03/19	9/03/19	9TH STR LIFT PUMP-UTIL 8/19	26.75	602	602-49460-380	1
				INVOICE TOTAL	26.75			
090319AA	1	9/03/19	9/03/19	STR LIGHTING-UTIL 8/19	2,085.48	101	101-43100-381	1
				INVOICE TOTAL	2,085.48			
090319B	1	9/03/19	9/03/19	UTIL DEP/INT REF-R SANFORD	100.00	604	604-22000	1
	2			UTIL DEP/INT REF-R SANFORD	3.56	604	604-49590-602	1
				INVOICE TOTAL	103.56			
090319B*	1	9/03/19	9/03/19	AMB GARAGE-UTIL 8/19	131.58	201	201-44100-380	1
				INVOICE TOTAL	131.58			
090319BB	1	9/03/19	9/03/19	UNAPPR STRM SEW-UTIL 8/19	103.63	101	101-49250-380	1
				INVOICE TOTAL	103.63			
090319C	1	9/03/19	9/03/19	UTIL DEP REF-A WEBER	96.91	604	604-22000	1
				INVOICE TOTAL	96.91			
090319C*	1	9/03/19	9/03/19	AVE OF FLAGS-UTIL 8/19	555.03	101	101-45200-380	1
				INVOICE TOTAL	555.03			
090319CC	1	9/03/19	9/03/19	WWTP-UTIL 8/19	146.11	602	602-49450-380	1
				INVOICE TOTAL	146.11			
090319D	1	9/03/19	9/03/19	BLOCK 48-UTIL 8/19	10.66	101	101-49250-380	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
				INVOICE TOTAL	10.66				
090319DD	1	9/03/19	9/03/19	WT TOWER-UTIL 8/19	35.46	601		601-49430-380	1
				INVOICE TOTAL	35.46				
090319E	1	9/03/19	9/03/19	BLOCK 48-UTIL 8/19	10.66	101		101-49250-380	1
				INVOICE TOTAL	10.66				
090319EE	1	9/03/19	9/03/19	WT TREATMENT PLANT-UTIL 8/19	1,993.24	601		601-49400-380	1
				INVOICE TOTAL	1,993.24				
090319F	1	9/03/19	9/03/19	BLOCK 48-UTIL 8/19	12.31	101		101-49250-380	1
				INVOICE TOTAL	12.31				
090319FF	1	9/03/19	9/03/19	WEST SUB-FIRE-UTIL 8/19	39.22	604		604-49570-380	1
				INVOICE TOTAL	39.22				
090319G	1	9/03/19	9/03/19	CTY GARAGE-UTIL 8/19	32.31	101		101-43100-380	1
				INVOICE TOTAL	32.31				
090319H	1	9/03/19	9/03/19	CTY HALL-UTIL 8/19	905.06	101		101-41940-380	1
				INVOICE TOTAL	905.06				
090319I	1	9/03/19	9/03/19	FAIRWAY VW LIFT PUMP-UTIL 8/19	21.74	602		602-49460-380	1
				INVOICE TOTAL	21.74				
090319J	1	9/03/19	9/03/19	FIRE HALL-UTIL 8/19	239.73	101		101-42200-380	1
				INVOICE TOTAL	239.73				
090319K	1	9/03/19	9/03/19	FIRE HYDRANTS-UTIL 8/19	269.00	101		101-42200-380	1
				INVOICE TOTAL	269.00				
090319L	1	9/03/19	9/03/19	GRAND PARK-UTIL 8/19	10.66	101		101-45200-380	1
				INVOICE TOTAL	10.66				
090319M	1	9/03/19	9/03/19	HWY 40 DET POND-UTIL 8/19	148.47	605		605-49600-380	1
				INVOICE TOTAL	148.47				
090319N	1	9/03/19	9/03/19	HWY 40 WELL HOUSE-UTIL 8/19	48.26	601		601-49400-380	1
				INVOICE TOTAL	48.26				
090319O	1	9/03/19	9/03/19	SK RINK-UTIL 8/19	70.40	101		101-45127-380	1
				INVOICE TOTAL	70.40				
090319P	1	9/03/19	9/03/19	JACOBSON RESTROOM-UTIL 8/19	15.78	101		101-45200-380	1
				INVOICE TOTAL	15.78				
090319Q	1	9/03/19	9/03/19	JACOBSON PARK-UTIL 8/19	199.36	101		101-45200-380	1
				INVOICE TOTAL	199.36				
090319R	1	9/03/19	9/03/19	LIQ-UTIL 8/19	504.65	609		609-49750-380	1
				INVOICE TOTAL	504.65				
090319S	1	9/03/19	9/03/19	MEMORIAL FIELD-UTIL 8/19	143.72	101		101-45200-380	1



## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				INVOICE TOTAL	143.72			
090319T	1	9/03/19	9/03/19	LIB-UTIL 8/19	389.27	101	101-45500-380	1
				INVOICE TOTAL	389.27			
090319U	1	9/03/19	9/03/19	MAIN STR GARBAGE-UTIL 8/19	72.19	101	101-43100-380	1
				INVOICE TOTAL	72.19			
090319V	1	9/03/19	9/03/19	PR ARTS-UTIL 8/19	190.95	101	101-45180-380	1
				INVOICE TOTAL	190.95			
090319W	1	9/03/19	9/03/19	STR-UTIL 8/19	147.02	101	101-43100-380	1
	2			ELEC-UTIL 8/19	147.02	604	604-49570-380	1
				INVOICE TOTAL	294.04			
090319X	1	9/03/19	9/03/19	REC FIELD-UTIL 8/19	295.70	101	101-45200-380	1
				INVOICE TOTAL	295.70			
090319Y	1	9/03/19	9/03/19	POOL SHELTER-UTIL 8/19	3,318.58	101	101-45124-380	1
				INVOICE TOTAL	3,318.58			
090319Z	1	9/03/19	9/03/19	TENNIS COURTS-UTIL 8/19	59.05	101	101-45200-380	1
				INVOICE TOTAL	59.05			
				VENDOR TOTAL	12,833.48			
				3531 CULLIGAN				
090319	1	9/03/19	9/03/19	CTY HALL-SOFTENER SALT	110.00	101	101-41940-219	1
				INVOICE TOTAL	110.00			
				VENDOR TOTAL	110.00			
				3374 BARBARA JEANNE DOCKTER				
090319	1	9/03/19	9/03/19	AMB-EMT CLASS-M CROATT	1,100.00	201	201-44100-180	1
				INVOICE TOTAL	1,100.00			
				VENDOR TOTAL	1,100.00			
				3467 FRONTIER COMMUNICATIONS				
090319	1	9/03/19	9/03/19	ADMIN-FIRE ALARM-9/17/19	53.15	101	101-41320-321	1
				INVOICE TOTAL	53.15			
				VENDOR TOTAL	53.15			
				2112 GOPHER STATE ONE CALL				
090319	1	9/03/19	9/03/19	ELEC-DIGGING CALLS	22.95	604	604-49570-409	1
				INVOICE TOTAL	22.95			
				VENDOR TOTAL	22.95			
				1556 MADISON AMBULANCE SERVICE				
090319	1	9/03/19	9/03/19	AMB-MEAL REIMBURSEMENT	134.62	201	201-44100-332	1
				INVOICE TOTAL	134.62			

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	134.62		
5503	1	9/03/19	9/03/19	1960 MISSOURI RIVER ENERGY SER ELEC-REGISTRATION FEE	298.00	604 604-49570-180	1
				INVOICE TOTAL	298.00		
				VENDOR TOTAL	298.00		
090319	1	9/03/19	9/03/19	1845 MN DEPARTMENT OF HEALTH WT-DW ASSESS-JULY-SEPT	1,256.00	601 601-21651	1
				INVOICE TOTAL	1,256.00		
				VENDOR TOTAL	1,256.00		
090319	1	9/03/19	9/03/19	1865 MN ENERGY RESOURCES SEW-NAT GAS 8/19	52.79	602 602-49450-380	1
				INVOICE TOTAL	52.79		
				VENDOR TOTAL	52.79		
428720-0	1	9/03/19	9/03/19	2072 NORTHERN BUSINESS PRODUCT ADMIN-FLAG POST ITS	14.78	101 101-41320-201	1
				INVOICE TOTAL	14.78		
435798-0	1	9/03/19	9/03/19	ADMIN-INDEX CARDS/CALENDARS	74.62	101 101-41320-201	1
				INVOICE TOTAL	74.62		
435798-1	1	9/03/19	9/03/19	ADMIN-DESK CALENDAR	13.49	101 101-41320-201	1
				INVOICE TOTAL	13.49		
435825-0	1	9/03/19	9/03/19	ADMIN-OFFICE SUPPLIES	3.49	101 101-41320-201	1
				INVOICE TOTAL	3.49		
435931-0	1	9/03/19	9/03/19	LIQ-TOWEL-MULTI FOLD	24.99	609 609-49750-219	1
				INVOICE TOTAL	24.99		
				VENDOR TOTAL	131.37		
090319	1	9/03/19	9/03/19	3631 STENDER, JANELLE POOL-WSI TRAINING-FULL REIMB	200.00	101 101-45124-180	1
				INVOICE TOTAL	200.00		
				VENDOR TOTAL	200.00		
090319	1	9/03/19	9/03/19	2620 SWENSON NELSON & STULZ PLLC CTY ATT-LEGAL FEES 9/19	1,850.00	101 101-41610-304	1
				INVOICE TOTAL	1,850.00		
				VENDOR TOTAL	1,850.00		
090319	1	9/03/19	9/03/19	3217 TUCKETT CHERI ADMIN-MILEAGE-WILLMAR-TYPEWRIT	73.08	101 101-41320-331	1
				126 MILES @ .58C/MILE			
				INVOICE TOTAL	73.08		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
090319A	1	9/03/19	9/03/19	ADMIN-MILEAGE REIMB-TRAINING 56 MILES @ .58C/MILE	32.48	101	101-41320-331	2
				INVOICE TOTAL	32.48			
				VENDOR TOTAL	105.56			
090319	1	9/03/19	9/03/19	3022 DANIEL TUCKETT, SR. ADMIN-FOLD/STUFF ENV 9/19	150.00	101	101-41320-202	1
				INVOICE TOTAL	150.00			
				VENDOR TOTAL	150.00			
090319	1	9/03/19	9/03/19	3620 AMBER WEBER UTIL DEPOSIT REF-A WEBER	3.09	604	604-22000	1
	2			UTIL INT REF-A WEBER	1.28	604	604-49590-602	1
				INVOICE TOTAL	4.37			
				VENDOR TOTAL	4.37			
81907	1	9/03/19	9/03/19	2940 WESTERN GUARD STR-ACCEPTING BIDS	42.00	101	101-43100-351	1
				INVOICE TOTAL	42.00			
81935	1	9/03/19	9/03/19	POOL-FREE SWIM-TIM HANSEN	28.00	101	101-45124-342	1
				INVOICE TOTAL	28.00			
81963	1	9/03/19	9/03/19	STR-ACCEPTING BIDS	42.00	101	101-43100-351	1
				INVOICE TOTAL	42.00			
81974	1	9/03/19	9/03/19	ELEC-BRIGHT ENERGY	84.00	604	604-49590-410	1
				INVOICE TOTAL	84.00			
82018	1	9/03/19	9/03/19	STR-ACCEPTING BIDS	42.00	101	101-43100-351	1
				INVOICE TOTAL	42.00			
82079	1	9/03/19	9/03/19	ADMIN-ROOFING BIDS	70.00	101	101-41320-342	1
				INVOICE TOTAL	70.00			
82080	1	9/03/19	9/03/19	ADMIN-EXTERIOR REHAB BIDS	110.25	101	101-41320-342	1
				INVOICE TOTAL	110.25			
82100	1	9/03/19	9/03/19	POOL-FREE SWIM-CHAR LUND	28.00	101	101-45124-342	1
				INVOICE TOTAL	28.00			
82205	1	9/03/19	9/03/19	ADMIN-ROOFING BIDS	70.00	101	101-41320-342	1
				INVOICE TOTAL	70.00			
82207	1	9/03/19	9/03/19	ADMIN-EXTERIOR REHAB BIDS	110.25	101	101-41320-342	1
				INVOICE TOTAL	110.25			
				VENDOR TOTAL	626.50			
090319	1	9/03/19	9/03/19	3462 LYNDON WORDEN CTY HALL-CLEANING 8/19	850.00	101	101-41940-310	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	2			LIB-CLEANING 8/19	750.00	101 101-45500-310	1
	3			CTY HALL/LIB - FIRE EXT 8/19	20.00	101 101-41940-310	1
				INVOICE TOTAL	1,620.00		
				VENDOR TOTAL	1,620.00		
				BANK 1 - KLEIN/UNITED PR TOTAL	22,262.24		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	22,262.24		
				GRAND TOTALS	22,262.24		