

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**  
Regular Meeting of the City Council – **5:00 P.M.**  
**Monday, January 13, 2020**  
Madison Municipal Building

- 1. CALL THE REGULAR MEETING TO ORDER**  
Mayor Thole will call the meeting to order.
- 2. APPROVE AGENDA**  
Approve the agenda as posted in accordance with the Open Meetings law, and herein place all agenda items on the table for discussion. A MOTION is in order. (Council)
- 3. APPROVE MINUTES** Page 1  
A copy of the minutes of the December 23, 2019 regular meeting are enclosed. A MOTION is in order. (Council)
- 4. ANNUAL MEETING** (clerk/council) Page 4
  - A. Resolution 20-01, titled, "Resolution Establishing Council Meetings Time, Date & Place". A MOTION is in order. (Council)
  - Page 5  
B. Resolution 20-02 titled, "Designation of Newspaper." A MOTION is in order. (Council)
  - Page 6  
C. Resolution 20-03, titled, "Designation of Depository." A MOTION is in order. (Council)
  - Page 7  
D. Resolution 20-04, titled, "Election of Acting Mayor." A MOTION is in order. (Council)
  - Page 8  
E. Resolution 20-05, titled, "Resolution Ratifying Council Boards & Commissions appointments." A MOTION is in order. (Council)
  - Page 10  
F. Resolution 20-06, titled, "Resolution Ratifying Committee Appointments". A MOTION is in order. (Council)
  - Page 11  
G. Resolution 20-07, titled, "Resolution Designating an Authorized Representative to the Western MN Municipal Power Agency. A MOTION is in order. (Council)
  - Page 12  
H. Resolution 20-08, titled, "Resolution Designating an Authorized Representative to the Missouri River Energy Services Agency". A MOTION is in order. (Council)
- 5. 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)
- 6. CONSENT AGENDA**
  - A. Water Plant Report – December 2019 - receive Page 13

B.	Liquor Store Report – December 2019 - receive	Page 14
C.	Investment Summary – December 2019 – receive	Page 16
D.	MEDA Loan/Note Status – December 2019 – receive	Page 17
E.	Computer Commuter – December 2019 – receive	Page 18
F.	Fire Department Minutes – December 2019 – receive	Page 19
G.	Fire Relief Annual Minutes – December 2019 – receive	Page 21
H.	Cash Investment Balance – December 2019 – receive	Page 22
I.	Investment Ratification – approve	Page 23
J.	Council Revenue/Expenses – December 2019 – receive	Page 24
K.	LqP EMS Siren Test – receive	Page 28

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

7. **UNFINISHED AND NEW BUSINESS**

- A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)
- B. City Engineer Update and Invoice Approval. A DISCUSSION and MOTION may be in order. (Manager, Council)
- C. WAPA Contract for Administrative Services. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 29
- D. Res 20-09 – Ambulance Department Officers – Scott Schake. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 41
- E. Res 20-10 – Fire Department Officers. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 42
- F. Res 20-11 – Debit Card Policy. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 43
- G. Res 20-12 – Assignment of Salaries - City Clerk. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 47
- H. Approval of Cleaning Contract. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 48
- I. Purchase of adjacent property. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 55
- J. City Hall Roofing project. A DISCUSSION and MOTION may be in order. (Manager, Council)
 

Page 56

Page 60

- K. Demolition Agreement. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 64

- L. Special Assessment Removal. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 65

- M. Accept Wellhead Protection Proposal. A DISCUSSION and MOTION may be in order. (Manager, Council)

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

**8. MANAGER REPORT** (Manager)

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

**10. AUDITING CLAIMS**

Page 70

A copy of the Schedule Payment Report of bills submitted December 23, 2019 through January 13, 2020 is attached for approval for Check No. 59069 through Check No. 59147, and Debit card purchases. A MOTION is in order.

**11. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
REGULAR MEETING  
DECEMBER 23, 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, December 23, 2019, at 12:10 p.m. in Council Chambers at City Hall. Councilmembers present were: Mayor Greg Thole, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present was City Clerk Kathleen Weber. Absent were Councilmember Tim Volk, City Manager Val Halvorson, and City Attorney Rick Stulz.

**AGENDA**

Upon motion by Conroy, 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 Meyer, seconded by Zahrbock and carried, minutes of the December 9, 2019, meeting were approved as presented.

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

None.

**CONSENT AGENDA**

Upon motion by Zahrbock, seconded by Conroy and carried, the Consent Agenda was approved as presented. Included on the Consent Agenda was information in regard to City's LMC 2019 dividend in the amount of \$3,987; information on LMC property survey; and Ehlers & Associates' Municipal Client Disclosure for services provided through December 31, 2020.

**CITY COUNCIL CHECKLIST**

No checklist was available at this time.

**CITY CONTRACTS**

**Fairway View Lots Facilitator Services Agreement:** Upon motion by Conroy, seconded by Meyer and carried, Council approved execution of a Facilitator Services Agreement between the City of Madison and United Prairie Realty for the services related to the sale of lots in Fairway View Subdivision.

**FARMERS MUTUAL FIRE DEPT. CONTRIBUTION**

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-53** titled "Resolution Authorizing the Acceptance of Donation from Farmers Mutual Telephone Company to the Madison Fire Department" was adopted. This resolution would provide for the acceptance of a donation in the amount of \$3,149.50 to the Madison Fire Department. A complete copy of Resolution 19-53 is contained in City Clerk's Book #9.

**ASSIGNMENT OF SALARIES – JOURNEYMAN LINE WORKER**

Upon motion by Meyer, seconded by Zahrbock and carried, **RESOLUTION 19-54** titled "Resolution Establishing Assignment of Salaries Journeyman Line Worker" was adopted. This resolution would provide the assignment of wages for Journeyman Line Worker, Chase Mortenson, based on successful completion of six-month probationary period and completion of Book 1 of the merchant program. A complete copy of Resolution 19-54 is contained in City Clerk's Book #9.

### **LINE DEPARTMENT ELECTRIC RANGE STRUCTURE**

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 19-55** titled “Resolution to Define Municipal Electric Range Structure” was adopted. This resolution would provide for a range structure for Line Department employees, separate from the range structure for other employees, based on high market demand and influences by cooperatives and private sector utilities. The structure includes steps for successful completion of merchant program books and requires a minimum of one-year timeframe between increases. A complete copy of Resolution 19-55 is contained in City Clerk’s Book #9.

### **AGREEMENT – MADISON AUTO PARTS (NAPA)**

Upon motion by Conroy, seconded by Zahrbock and carried, Council authorized execution of an agreement between the City of Madison and Madison Auto Parts (NAPA) detailing the payment of \$8,000.00 to Madison Auto Parts for repair of damage to their parking lot caused by the city’s use of the lot for dumping snow. Council was informed that alternative locations for dumping excess snow are being identified. Conroy asked whether the city’s organic dump location could be used.

### **PAPERLESS MEETINGS**

Council discussed a suggestion of “paperless meetings”. Agenda packets could be emailed to the members and electronic tablets could be provided for use at the meeting. Meyer noted the stacks of old agenda packets he has, which makes it difficult to research an item if desired. Conroy noted that he likes to have the paper agenda for note-taking purposes. Mayor Thole expressed concern with printing the agenda packets at home. It was noted that county commissioners can choose either a paper or electronic agenda and the agenda is displayed on a screen at the meeting in order for all to follow along. After further discussion, Council tabled this matter and requested staff to put together information regarding the cost and savings to be realized.

### **PUBLIC COMMENT PERIOD**

Council was presented with a draft “policy” to address community comment at council meetings. It is suggested that any individual wanting to discuss a topic at a council meeting should be given a short form to complete which would include their contact information and subject of concern. The individual should be asked to state their name for the record. Council may or may not take formal action on topics brought up that are not on the agenda. A time limit for discussion would be established. This matter was tabled to be discussed at the next meeting.

### **CITY MANAGER’S REPORT**

City Manager absent. No report at this time.

### **MAYOR/COUNCIL REPORTS**

**Airport Commission:** Councilmember Conroy reported on the Lac qui Parle County Airport meeting held December 18, 2019. He noted appointment of officers. Jeff Olson is President, Mike Dahle is Vice President, and Adam Conroy is Secretary.

**Civil Matters:** Council briefly discussed a couple of matters that had been brought to their attention. In both cases, it was determined that they are civil matters not issues for the city council.

**DISBURSEMENTS**

Upon motion by Meyer, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between December 10<sup>th</sup> and December 23<sup>rd</sup>, 2019. These disbursements include United Prairie Check Nos. 59015-59068 as well as debit card purchases made between October 23<sup>rd</sup> and December 19<sup>th</sup>, 2019.

There being no further business, meeting adjourned at 12:45 p.m.

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Greg Thole – Mayor

**ATTEST:**

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Kathleen Weber – City Clerk

**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-01**

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

**RESOLUTION ESTABLISHING COUNCIL MEETINGS**  
**TIME, DATE & PLACE**

**WHEREAS** the Madison City Council is interested in establishing its regular, special and emergency meeting(s) time, date and place for holding meetings during 2020.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Madison, Lac Qui Parle County, Minnesota, is interested in establishing its regular, special and emergency meeting(s) time, date and place for holding meetings during the year of 2020 at 5:00 p.m. on the second and fourth Mondays (regular) of each month with the location at the Madison Municipal Building.

**BE IT FURTHER RESOLVED** that the City Council of Madison, Lac Qui Parle County, Minnesota hereby authorizes the mayor, or any two council members to establish other meeting times, dates and place(s) when so required subject to the Minnesota Statute on “Open Meetings Law” 13D. et al. for special meetings.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 20-01 was declared duly passed and adopted this 13th day of January, 2020.

_____ Greg Thole Mayor	Attest: _____	Kathleen Weber City Clerk
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**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-02**

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

**DESIGNATION OF NEWSPAPER**

**WHEREAS**, the Madison City Council is interested in determining the designation of the newspaper for the Year 2020; and

**WHEREAS**, the City Council is establishing “Designation of Newspaper” in compliance with the requirements of the Independent City Auditor and the Minnesota Office of the State Auditor and appropriate other statutes. Requirements in satisfaction for the designation of newspaper(s) on an annual basis.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Madison, Lac qui Parle County, Minnesota, is designating the following newspaper: 1) The Western Guard of Madison, Minnesota; and 2) Supplemental publications from time to time as required to reach the community of Madison, Minnesota.

**BE IT FURTHER RESOLVED** that the City Council of Madison, Lac qui Parle County, Minnesota hereby orders the City Clerk to use the designated newspaper.

Upon vote taken thereon, the following voted:

For:

Against:

Abstain:

Whereupon said Resolution No. 20-02 was declared duly passed and adopted this 13<sup>th</sup> day of January, 2020.

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

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



**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-03**

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

**DESIGNATION OF DEPOSITORY**

**WHEREAS** the Madison City Council is interested in determining the designation of Depositories for the Year 2020; and

**WHEREAS** the City Council is establishing “Designation of Depository” in compliance with the requirements of the Independent City Auditor and the Minnesota Office of the State Auditor. Requirements in satisfaction for the designation of depositories on an annual basis.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Madison, Lac Qui Parle County, Minnesota, is designating the following depositories: 1) Old National Bank of Madison, Minnesota, and 2) United Prairie Bank of Madison, Minnesota.

**BE IT FURTHER RESOLVED** that the City Council of Madison, Lac Qui Parle County, Minnesota hereby orders that the City Treasurer utilize the designated depositories.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 20-03 was declared duly passed and adopted this 13<sup>th</sup> day of January, 2020.

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

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

**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-04**

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

**ELECTION OF ACTING MAYOR**

**WHEREAS**, the Madison City Council is interested in determining the Acting Mayor for 2020.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Madison, Lac qui Parle County, Minnesota, held an election for the Office of Acting Mayor on January 13th, 2020 as required by the City Charter and Minnesota Statutes for Madison, Minnesota.

**BE IT FURTHER RESOLVED** that the City Council of Madison, Lac qui Parle County, Minnesota hereby elects \_\_\_\_\_ to serve as the Acting Mayor for the Year 2020.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 20-04 was declared duly passed and adopted this 13th day of January, 2020.

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

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

**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-05**

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

**RESOLUTION RATIFYING COUNCIL BOARDS  
& COMMISSIONS APPOINTMENTS**

**WHEREAS**, the Madison City Council is interested in ratifying “Council Boards & Commissions Appointments” for the City in compliance with the requirements of the applicable Minnesota Statutes and City Charter.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that the following appointments be hereby approved:

**RESOLUTION RATIFYING COMMITTEE APPOINTMENTS**

Cable TV Adv. Board	Gary Omland	(Citizen Rep)	(3-year term - December 2020)
	Tim Volk	(Council Rep)	(3-year term - December 2021)
	Maynard Meyer	(Council Rep)	(3-year term - December 2022)
Economic Dev. Auth.	Maynard Meyer	(Council Rep)	(6-year term - December 2020)
	Jim Connor	(Citizen Rep)	(6-year term - December 2020)
	Scott Wanner	(Citizen Rep)	(6-year term - December 2021)
	Greg Thole	(Council Rep)	(6-year term - December 2024)
	Ryan Young	(Citizen Rep)	(6-year term - December 2025)
	Dean Solem	(Citizen Rep)	(6-year term - December 2025)
	Greg Monson	(Citizen Rep)	(6-term term - December 2025)
Housing & Red Auth.	Melissa Heinrich	(Citizen Rep)	(5-year term - December 2020)
	Stan Olson	(Citizen Rep)	(5-year term - December 2021)
	Judi Nelson	(Citizen Rep)	(5-year term - December 2022)
	Kari Sorknes	(Citizen Rep)	(5-year term - December 2023)
	Carlyle Larsen	(Citizen Rep)	(5-year term - December 2024)
Library Board:	Heather Muntean	(City Rep)	(3-year term - December 2020)
	Kelly Maatz	(City Rep)	(3-year term - December 2021)
	Vicky Vick	(City Rep)	(3-year term - December 2021)
	Courtney Ulstad	(County Rep)	(3-year term - December 2022)
	Sandy Buer	(City Rep)	(3-year term - December 2022)
	John Maatz	(County/City)	(3-year term – December 2022)
Park Board	Rebecca Trapp	(Citizen Rep)	(3-year term - December 2020)
	Julie Hill	(Citizen Rep)	(3-year term - December 2020)
	Tim Volk	(Council Rep)	(3-year term - December 2021)
	Bart Hill	(Citizen Rep)	(3-year term - December 2022)
	Adam Conroy	(Citizen Rep)	(3-year term - December 2022)

Planning & Zoning	Allan Thompson	(Citizen Rep)	(3-year term - December 2020)
	Gary Omland	(Citizen Rep)	(3-year term - December 2021)
	Bill Matthes	(Citizen Rep)	(3-year term - December 2021)
	Maynard Meyer	(Council Rep)	(3-year term - December 2022)
	Graylen Carlson	(Citizen Rep)	(3-year term - December 2022)
LQP Airport	Adam Conroy	(Council Rep)	(3-year term - December 2020)
	Paul Zahrbock (Alt.)	(Council Rep)	(3-year term - December 2021)
	Mike Dahle	(Citizen Rep)	(3-year term - December 2022)
Community Education	Val Halvorson	(Citizen Rep)	(3-year term - December 2022)
	Paul Zahrbock	(Council Rep)	(3-year term - December 2022)

Upon the vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 20-05 was declared duly passed and adopted this 13<sup>th</sup> day of January, 2020.

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

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

**CITY OF MADISON MINNESOTA  
RESOLUTION 20-06**

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

**RESOLUTION RATIFYING COUNCIL COMMITTEE APPOINTMENTS**

**WHEREAS**, the Madison City Council is interested in ratifying “Council Committee Appointments” for the City in compliance with the applicable Minnesota Statutes and City Charter.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that the following appointments be hereby approved for the 2020 Calendar Year (all are one-year appointments):

Public Works/Utilities Committee (Streets/Parks/Culture/Recreation/Water/Sewer/Sanitation/Storm\_Drain)

Tim Volk, Chair (Council Member)

Adam Conroy (Council Member)

Val Halvorson (City Manager) (Staff)

David Johnson (recommended) [Exofficio – nonvoting]

Public Safety (Police/Fire/Ambulance/EMS/Bioterrorism)

Paul Zahrbock, Chair (Council Member)

Maynard Meyer (Council Member)

Val Halvorson (Staff)

Al Anderson (recommended) [Exofficio – nonvoting]

General Government (Personnel/Finance/Budget/Liquor)

Greg Thole, Chair (Mayor)

Paul Zahrbock (Council Member)

Val Halvorson (Staff)

Kathy Weber (recommended) [Exofficio – nonvoting]

Physician/Medical Recruitment (EDA)

Open (EDA Member)

Maynard Meyer (Council Member)

Val Halvorson (Staff)

Upon the vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 20-06 was declared duly passed and adopted this 13th day of January, 2020.

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

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

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 20-07**

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

**RESOLUTION DESIGNATING AN AUTHORIZED REPRESENTATIVE  
TO THE WESTERN MN MUNICIPAL POWER AGENCY**

**WHEREAS**, the City Council of the City of Madison, Minnesota, has entered into an agreement to establish the Western Minnesota Municipal Power Agency (WMMPA), and as a member thereof is entitled to a representative who shall represent Madison Municipal Utilities in the business of WMMPA.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that Val Halvorson, City Manager, be and is hereby authorized and appointed as the representative of the City of Madison, Minnesota, to represent the Municipal Utility in the business of WMMPA, with the powers, duties and responsibilities as provided in said agreement. The alternate representative, David Johnson, Line Supervisor, is hereby authorized and appointed with equal powers.

Upon the vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 20-07, was declared duly passed and adopted this 13<sup>th</sup> day of January, 2020.

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

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

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 20-08**

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

**RESOLUTION DESIGNATING AN AUTHORIZED REPRESENTATIVE  
TO THE MISSOURI RIVER ENERGY SERVICES**

**WHEREAS**, the City Council of the City of Madison, Minnesota, has entered into an agreement to establish the Missouri Basin Municipal Power Agency d.b.a. Missouri River Energy Services (MRES), and as a member thereof is entitled to a representative who shall represent Madison Municipal Utilities in the business of MRES.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that Val Halvorson, City Manager, be and is hereby authorized and appointed as the representative of the City of Madison, Minnesota, to represent the Municipal Utility in the business of MRES, with the powers, duties and responsibilities as provided in said agreement. The alternate representative, David Johnson, Line Supervisor, is hereby authorized and appointed with equal powers.

Upon the vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 20-08 was declared duly passed and adopted this 13<sup>th</sup> day of January, 2020.

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

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

# 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	12	22	22	24	25	26	25	23	20	19	21	261
	Cost	\$186.78	\$101.88	\$186.78	\$186.78	\$203.76	\$212.25	\$220.74	\$212.25	\$195.27	\$169.80	\$161.31	\$178.29	\$2,215.89
KMNO4	Used (lbs)	323	360	343	329	353	376	334	323	305	297	277	231	3851
	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	\$1,143.75	\$1,113.75	\$1,038.75	\$866.25	\$14,441.25
Anti Scalant	Used (gal)	30	16	31	34	33	34	32	31	30	30	29	31	361
	Cost	\$1,449.00	\$772.80	\$1,497.30	\$1,642.20	\$1,593.90	\$1,642.20	\$1,545.60	\$1,497.30	\$1,449.00	\$1,449.00	\$1,400.70	\$1,497.30	\$17,436.30
Poli-phosphate	Used (gal)	44	38	51	51	54	59	59	51	49	51	47	48	602
	Cost	\$557.92	\$481.84	\$646.68	\$646.68	\$684.72	\$748.12	\$748.12	\$646.68	\$621.32	\$646.68	\$595.96	\$608.64	\$7,633.36
Chlorine	Used (lbs)	81	80	89	92	111	140	126	96	100	103	88	79	1185
	Cost	\$76.95	\$76.00	\$84.55	\$87.40	\$105.45	\$133.00	\$119.70	\$91.20	\$95.00	\$97.85	\$83.60	\$75.05	\$1,125.75
Nalco 7768 Polymer	Used (gal)	2.7	1.75	2.75	2.5	2.5	3.3	3.5	2.25	2.2	2.75	2.5	2.5	31.2
	Cost	\$73.44	\$47.60	\$74.80	\$68.00	\$68.00	\$89.76	\$95.20	\$61.20	\$59.84	\$74.80	\$68.00	\$68.00	\$848.64
Flouride	Used (gal)	16	14	15	15	18	19	19	17	15	17	17	16	198
	Cost	\$81.28	\$71.12	\$76.20	\$76.20	\$91.44	\$96.52	\$96.52	\$86.36	\$76.20	\$86.36	\$86.36	\$81.28	\$1,005.84
Sodium meti-Bisulfate	Used (lbs)	7	106	7	9	9	9	8	9	9	7	7	7	194
	Cost	\$9.87	\$149.46	\$9.87	\$12.69	\$12.69	\$12.69	\$11.28	\$12.69	\$12.69	\$9.87	\$9.87	\$9.87	\$273.54
R <sub>o</sub> O <sub>u</sub> Pre-Filters	Used (case)	0	1	1	2	2	2	2	2	2	1	2	2	19
	Cost	\$0.00	\$207.35	\$207.35	\$404.70	\$404.70	\$44.70	\$404.70	\$404.70	\$404.70	\$202.35	\$404.70	\$404.70	\$3,494.65
RO Cleaner P 703 low Ph	Used	0	0	0	0	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	\$0.00	\$0.00	\$0.00	\$0.00
Sodium Hydroxide	Used (gal)	0	0	0	0	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	\$0.00	\$0.00	\$0.00	\$0.00
RO Cleaner p111 High Ph	Used (lbs)	0	0	0	0	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	\$0.00	\$0.00	\$0.00	\$0.00
Caustic Soda 50% & 30%	Used (gal)	85	44	79	79	81	93	88	77	80	75	71	74	926
	Cost	\$725.90	\$375.76	\$674.66	\$674.66	\$691.74	\$794.22	\$751.52	\$657.58	\$683.20	\$640.50	\$606.34	\$631.96	\$7,908.04
Hydrachloric Acid 31%	Used (gal)	0	0	0	0	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	\$0.00	\$0.00	\$0.00	\$0.00

Well gal Pumped	x1000	4812	4024	4770	4758	5304	5699	5386	5095	4727	4722	4513	4506	58316
Hi service gal, pumped	x1000	3163	2860	3212	3240	3626	3849	3690	3465	3224	3260	3025	3021	39635
Gallons to Waste	x1000	1018	642.6	1012	1000	1127	1212	1151	1080	996	1002	954	951.42	12146.02
RC membrane gal pumped	x1000	3324	2062	3302	3301	3709	4006	3782	3578	3313	3322	3221	3175	40095
Backwash gal pumped	x1000	644	626	625	611	675	741	701	660	603	614	569	597	7666
w. p water meter gallons	Actual	158290	140580	171780	177530	203720	224280	223940	216250	205000	206230	190820	187270	2305690
Treated accounted gal	Actual	0	0	9150	11100	5100	9600	2000	5100	2000	23800	5400	0	73250
Soft Water gal sold	Actual	0	0	0	0	4000	0	0	0	0	0	600	0	4600
Baseball Field well gal	Actual	0	0	0	21700	80600	365400	278100	184400	51800	0	0	0	982000

gravity filter rehab done in Feb.



# Memo

**To:** City Administrator & City Council  
**From:** Dale Hiepler, Liquor Store Manager  
**CC:**  
**Date:** 1/10/2020  
**Re:** December Sales and End of Year Recap

---

Sales for December were \$39,312 compared to \$41,904 last year; a \$2,592 decrease. Last year, December started on a Saturday and we did \$2,157 in sales and this year December started on a Monday and we did sales of \$997, a \$1,160 difference. We also lost a \$480 in sales because Old National Bank did not buy their customers a liquor gift for Christmas as Klein Bank had done in the past.

For the year, we did sales of \$419,133.01 compared to \$413,363.76 last year; an increase of \$5,769.25. We showed a \$15,133 increase over our budget of \$404,000.

We showed sales of \$147,978.41 in the liquor category, a \$9270.55 over last year's sales, and a \$17,978 over our budget. We had beer sales of \$260,964 compared to \$266, 664 last year, a \$5,700 decrease and \$4,036 decrease from budget. The national trend continues in the beer industry. In the miscellaneous category we showed sales of \$10,189.83 compared to \$9,052 last year, a \$1,137 increase and a \$1,689 increase over budget.

In review of 2019, I believe the year proved to be a successful year.

,

**CITY OF MADISON**  
**MUNICIPAL LIQUOR STORE**

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

	2018	2019	% of Sales	2018 YTD	2019 YTD	% of Sales
<b>SALES</b>						
Liquor	17716.24	17694.91	45.01%	138,707.86	147,978.41	35.31%
Beer	23469.12	20749.63	52.78%	266,664.85	260,964.77	62.26%
Mix, Ice, Etc.	718.65	868.03	2.21%	9,052.62	10,189.83	2.43%
<b>TOTAL SALES</b>	<b>41904.01</b>	<b>39,312.57</b>	<b>100.00%</b>	<b>414,425.33</b>	<b>419,133.01</b>	<b>100.00%</b>
<b>COST OF SALES</b>						
Inventory at 1st of month	31929.54	38640.19	98.29%	421,109.39	409,870.74	97.79%
Purchases	53714.50	16535.93	42.06%	297,333.03	277,106.12	66.11%
Freight	240.80	139.60	0.36%	1,687.00	1,877.60	0.45%
Inventory at end of month	28448.00	28976.29	73.71%	413,166.59	410,528.80	97.95%
<b>TOTAL COST OF SALES</b>	<b>57436.84</b>	<b>26,339.43</b>	<b>67.00%</b>	<b>306,962.83</b>	<b>278,325.66</b>	<b>66.41%</b>
<b>GROSS PROFIT</b>	<b>-15532.83</b>	<b>12,973.14</b>	<b>33.00%</b>	<b>107,462.50</b>	<b>140,807.35</b>	<b>33.59%</b>
<b>OPERATING EXPENSE</b>						
Labor	3554.14	4252.57	10.82%	58,039.56	49,479.06	11.81%
PERA	98.82	150.27	0.38%	1,274.80	2,053.29	0.49%
FICA	271.89	323.75	0.82%	4,437.62	3,775.73	0.90%
Mandatory Medicare	0.00		0.00%	0.00	0.00	0.00%
Worker's Compensation	0.00		0.00%	1,626.42	1,486.00	0.35%
City Health Insurance	249.60	291.07	0.74%	3,015.55	3,662.94	0.87%
General Supplies	0.00	109.69	0.28%	227.16	250.92	0.06%
* Audit Service	83.37	83.37	0.21%	1,000.00	1,000.00	0.24%
Dues & Subscriptions	0.00		0.00%	941.00	931.00	0.22%
Licenses & Taxes	0.00		0.00%	20.00	20.00	0.00%
Telephone & Internet	112.69	113.89	0.29%	1,283.55	1,360.54	0.32%
Advertising	240.00	240.00	0.61%	3,333.50	3,804.00	0.91%
Utilities	1213.22	1244.70	3.17%	6,758.06	6,792.59	1.62%
* Property Insurance	133.75	141.60	0.36%	1,605.00	1,699.00	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	0.03%
Contractual Services	551.40	619.99	1.58%	6,803.42	6,798.98	1.62%
Travel	0.00		0.00%	0.00	0.00	0.00%
* Dram Shop Insurance	39.33	38.38	0.10%	472.00	461.00	0.11%
Miscellaneous	0.00		0.00%	1,877.78	1,300.29	0.31%
Depreciation	501.61	479.51	1.22%	6,019.32	5,754.12	1.37%
<b>TOTAL OPERATING EXPENSE</b>	<b>7049.82</b>	<b>8088.79</b>	<b>20.58%</b>	<b>99,594.73</b>	<b>90,740.84</b>	<b>21.65%</b>
<b>Operating Income</b>	<b>-22582.65</b>	<b>4,884.35</b>	<b>12.42%</b>	<b>7,867.77</b>	<b>50,066.51</b>	<b>11.95%</b>
<b>Nonoperating Revenues:</b>						
Interest Income	0		0.00%			0.00%
<b>NET INCOME</b>	<b>-22582.65</b>	<b>4,884.35</b>	<b>12.42%</b>	<b>7,867.77</b>	<b>50,066.51</b>	<b>11.95%</b>

\* Standard values per month

# City of Madison, MN

## 2019 Year End Investment Report

as of January 8, 2020

### 2019 Income:

Income Earned 2019 YTD

\$57,441

Current Portfolio Yield

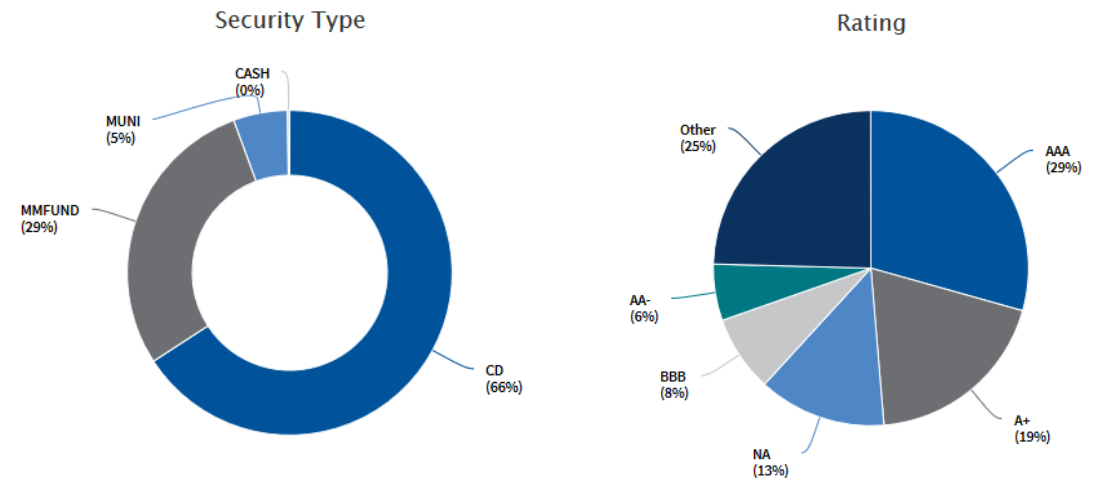
2.09%

Weighted Average Life Portfolio

1.31 Years

Average Credit Rating

A-



Description	Security Type	Original Units	Original Cost	Coupon Rate	Final Maturity	Market Value	Market Value + Accrued
Cash	CASH	9,206.53	9,206.53	0.000	12/31/2019	9,206.53	9,206.53
FEDERATED INS PR VL INST	MMFUND	500,097.97	500,248.00	1.770	12/31/2019	500,197.99	500,197.99
FEDERATED GOVT OBL INST	MMFUND	750,245.00	750,245.00	1.490	12/31/2019	750,245.00	750,245.00
MMDA 12	MMFUND	4.58	4.58	0.000	12/31/2019	4.58	4.58
Summit Community Bank, Inc.	CD	150,000.00	150,000.00	1.400	02/20/2020	149,953.50	150,022.54
Morgan Stanley Bank, N.A.	CD	8,000.00	8,000.00	2.500	02/28/2020	8,011.20	8,079.15
CIT Bank	CD	200,000.00	200,000.00	2.000	06/19/2020	200,320.00	200,462.47
Capital One, N.A.	CD	200,000.00	200,000.00	2.300	08/05/2020	200,184.00	202,061.81
Goldman Sachs Bank USA	CD	100,000.00	100,000.00	2.600	05/03/2021	101,220.00	101,647.40
Ally Bank	CD	245,000.00	245,000.00	3.000	08/30/2021	250,235.65	252,732.64
Morgan Stanley Bank, N.A.	CD	100,000.00	99,960.00	1.750	11/22/2021	100,082.00	100,283.37
Goldman Sachs Bank USA	CD	180,000.00	180,000.00	3.000	11/23/2021	184,334.40	184,911.39
Synchrony Bank	CD	20,000.00	20,000.00	2.050	12/02/2021	20,129.40	20,163.10
EAST PEORIA ILL	MUNI	125,000.00	125,882.50	2.200	01/01/2022	125,556.25	125,647.92
MINNETONKA MINN	MUNI	25,000.00	25,000.00	1.800	02/01/2022	25,023.75	25,056.25
Barclays Bank Delaware	CD	150,000.00	150,000.00	2.409	02/28/2022	149,925.00	150,260.63
Synchrony Bank	CD	90,000.00	90,000.00	2.800	05/25/2022	91,836.90	92,092.35
JPMorgan Chase Bank, National As	CD	200,000.00	200,000.00	1.500	05/31/2022	200,128.00	200,391.01
HSBC Bank USA, National Associa	CD	250,000.00	250,000.00	2.300	07/14/2022	250,860.00	253,553.84
Morgan Stanley Private Bank, Natio	CD	250,000.00	249,765.00	1.800	11/21/2022	249,897.50	250,415.31
BMW Bank of North America Inc.	CD	50,000.00	49,965.00	1.800	11/22/2022	49,979.00	50,077.63
Enerbank USA Inc.	CD	225,000.00	224,227.50	1.700	03/13/2023	224,095.50	224,294.61
CONNECTICUT ST	MUNI	75,000.00	83,898.00	5.690	03/15/2023	83,238.75	84,495.29
Sallie Mae Bank	CD	200,000.00	200,000.00	3.300	06/13/2023	209,792.00	210,135.56
Discover Bank	CD	150,000.00	150,000.00	3.300	07/25/2023	157,564.50	159,734.36
Discover Bank	CD	70,000.00	70,000.00	1.750	09/14/2023	69,785.80	70,151.62
---	---	4,322,554.08	4,331,402.11	2.154	07/13/2021	4,361,807.20	4,376,324.34

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

December 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	1125	\$5,255.01	\$10,000.00
Mtech Service & Repair L	MGD#1008	10/01/21	\$29,400.00	\$450.00	91	\$1,346.30	\$10,067.40
Susana C. Wittnebel	MGD#1010	10/15/23	\$2,500.00	tax assessment			\$1,532.06
LqP Ag Society/Fair Board	-10 year no interest l	12/31/27	\$85,000.00	\$3000/year			\$24,000.00

<b>TOTAL MEDA LOANS (REVOLVING LOAN FUND)</b>	<b>\$6,601.32</b>	<b>\$45,599.46</b>
---	-------------------	--------------------

**MEDA DWM PAY LOANS (CITY)**

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

<b>TOTAL MEDA DWN PAY LOANS (STATE)</b>	<b>\$0.00</b>	<b>\$0.00</b>
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<b>TOTAL DELINQUENCIES</b>	<b>\$6,601.32</b>
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**FUND BALANCE AVAILABILITY**

		DWN PAY LOANS (CITY)	DWM PAY LOANS (STATE)	TOTALS
<b>Fund Balance</b>	\$161,750.80	\$0.00	\$0.00	\$161,750.80
<b>Less Loans Outstanding</b>	\$45,599.46	\$0.00	\$0.00	\$45,599.46
<b>Less Other Assets</b>		\$0.00	\$0.00	\$0.00
<b>Funds Available</b>	<b>\$116,151.34</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$116,151.34</b>

<b>TOTAL CHECKING &amp; INVESTMENTS OR FUNDS AVAILABLE FOR LENDING</b>	<b>12/31/2019</b>	<b>\$116,151.34</b>
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**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 <b>\$162.73</b>
February 19 Int <b>\$21.83</b>	May 19 Int <b>\$122.25</b>	August 19 Int <b>\$28.13</b>	Nov 19 Int <b>\$23.51</b>
March 19 Int <b>\$98.82</b>	June 19 Int <b>\$72.35</b>	Sept 19 Int <b>\$23.16</b>	Dec 19 Int <b>\$71.69</b>
			<b>2019 YTD Interest \$883.20</b>

## **LqP Computer Commuter**

### **January 2020 Update**

Please find the community totals for December, 2019.

\*34 people came on board the LqP Computer Commuter this month. The bus didn't run the week of December 9 as it was in the shop getting repairs. Nor did it run December 25, 30 & 31.

\*Please contact me if you have questions or concerns. Thank you for your continued support! [mary.quick@lqpc.com](mailto:mary.quick@lqpc.com)

### **December 2019 Attendance**

	Dec 2	Dec 9	Dec 16	Dec 23	Dec 30	Totals
Bellingham	1		2	0		3
Boyd	3		3	Christmas		6
Dawson	2		2	Christmas		4
Madison	4		1	3		8
Marietta	1		2	3		6
Nassau	2		3	2		7
Totals	13		13	8		34

Regular Drill Meeting

12/16/2019

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 - no training scheduled for tonight due to annual meeting.

Emergency calls for the past month:

1. December 1st -- CO alarm, 510 3rd Ave.
2. December 5th -- brush fire, 250th St. & 201st Ave.
3. December 7th -- car accident, Hwy 75 & 212
4. December 8th -- lift assist, 220 Western

Next regular meeting: January 20th.

December Hall Duties: Brian Tebben and Kyle Zimmerman.

MFD received a donation of \$3149 from ACIRA to be used for equipment.

The Madison Community Fund is down so no donation was received from them this year.

Cargill is asking that we use the \$6,300 donated by them for purchasing High Rescue equipment. A discussion was held on the cost and availability of training for area departments. Both Dawson and Bellingham Fire Departments have expressed interest. Mark Olson will move forward with exploring options available.

Motion was made by Jerod Zimbelman to adjourn meeting seconded by Zack Flickinger, carried.

Brian Tebben  
Acting-Secretary

## **Annual Meeting 12/16/19**

The Madison Volunteer Fire Department met for its annual meeting with Chief Mitch Wellnitz presiding. Roll call was made from the December regular session roll call. Minutes from last year's meeting were read and approved as read. There were 23 emergency calls for the department in 2019; 13 fire related calls of which 5 were structure fires and 8 were non-structure fires; 5 vehicle accidents, 3 lift assistances, and 2 false alarms. Of these 23 runs 2 were mutual aid given situations.

Chief Wellnitz thanked everyone for their hard work with the fire department and for making as many calls this year as possible. He also reminded everyone to please answer the call whenever possible.

Being that no persons put their name on the board to show their interest in any of the officer or foremen positions; a motion was made by Jerod Zimbelman to keep the officers and the foremen the same from 2019 to 2020, seconded by Adam Weber. Motion passed by voice vote.

Election of Officers for 2020:

Chief: Mitch Wellnitz  
Assistant Chief: Brian Tebben  
Training Officer: Mark Olson  
Safety Officer: Casey Chester  
Secretary: Don Tweet  
Treasurer: Jared Rakow

Foremen for 2020:

4X4: Jon Pearson  
Rescue Truck: Jamie Jahn & Chris Nelson  
Pumper #1: Steve Olson  
Pumper #2: Zack Flickinger  
Tender: Brady Thomson  
Gator: Jerod Zimbelman

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

Brian Tebben  
Acting-Secretary

Madison Firefighters Relief Association Annual Meeting  
12/16/2019

The Madison Firefighters Relief Association met for its annual meeting with President Brady Thomson presiding. Minutes of last meeting were read and approved as read. The December Regular Meeting's attendance sheet was used to document attendance. Treasurer Jared Rakow gave the treasurer report detailing another positive year. The recently held Ham Bingo event raised \$745. An ending balance of \$390,023.21 was reported, which is a 25% increase in value as the beginning balance last January was \$310,971.00. The treasurer report was approved as read.

Discussion was held regarding vesting and that a person has to be a member of the MFD for 10 years to be vested. The vesting is on a stepped basis until a person's 20th year with MFD and then it would be paid out at 100%. Then Mayor Thole brought up the city's liability for the fund if bad years happen.

Election of officers:

Brady Thomson was re-elected to be the President on this board for another two-year term (2020-2021).

Jamie Jahn was re-elected to be a Trustee on this board for another two-year term (2020-2021).

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

Brian Tebben  
Acting-Secretary



## Cash and Investment Balances

Date: December 31, 2019

Fund	Acct No.	Cash Balance		Acct No.	CD Investments - UP Balance		Acct No.	Ehlers Investments Balance	Total by Fund
General Fund	101-10100	\$ 810,507.06		101-10110	\$ 50,000.00		101-10113	\$ 101,000.00	\$ 961,507.06
Ambulance Fund	201-10100	\$ (84,045.51)		201-10110	\$ -		201-10113	\$ 200,000.00	\$ 115,954.49
EDA Fund	211-10100	\$ 15,000.68		211-10110	\$ -		211-10113	\$ -	\$ 15,000.68
Sewer Sys replace	225-10100	\$ 115,316.48		225-10110	\$ -		225-10113	\$ -	\$ 115,316.48
2009 GO Temp. Imp.	308-10100	\$ -		308-10110	\$ -		308-10113	\$ -	\$ -
Inf. Replace. DS	350-10100	\$ 302,823.97		350-10110	\$ -		350-10113	\$ -	\$ 302,823.97
2015 GO Refunding	351-10100	\$ 48,788.98		351-10110	\$ -		351-10113	\$ -	\$ 48,788.98
2016 GO Ref/Wt Rev	353-10100	\$ 23,926.09		353-10110	\$ -		353-10113	\$ -	\$ 23,926.09
Cult & Rec Capital	420-10100	\$ 75,108.31		420-10110	\$ -		420-10113	\$ -	\$ 75,108.31
Bldg & Equip Capital	425-10100	\$ 175,513.22		425-10110	\$ -		425-10113	\$ -	\$ 175,513.22
Streets Capital	430-10100	\$ -		430-10110	\$ -		430-10113	\$ -	\$ -
Water Fund	601-10100	\$ (121,954.17)		601-10110	\$ -		601-10113	\$ 99,000.00	\$ (22,954.17)
Sewer Fund	602-10100	\$ (104,771.17)		602-10110	\$ -		602-10113	\$ 400,000.00	\$ 295,228.83
Sanitation Fund	603-10100	\$ 109,830.67		603-10110	\$ -		603-10113	\$ -	\$ 109,830.67
Electric Fund	604-10100	\$ 632,547.86		604-10110	\$ 200,000.00		604-10113	\$ 1,800,000.00	\$ 2,632,547.86
Storm Sewer Fund	605-10100	\$ 112,017.07		605-10110	\$ -		605-10113	\$ -	\$ 112,017.07
Liquor Fund	609-10100	\$ 85,943.33		609-10110	\$ -		609-10113	\$ -	\$ 85,943.33
Eastview Fund	614-10100	\$ 80,795.01		614-10110	\$ -		614-10113	\$ 100,000.00	\$ 180,795.01
Reserve Fund	851-10100	\$ (56,991.03)		851-10110	\$ -		851-10113	\$ 413,245.00	\$ 356,253.97
		\$ 2,220,356.85			\$ 250,000.00			\$ 3,113,245.00	\$ 5,583,601.85
		-							
United Prairie Checking		\$ 618,449.20							
Old National Checking		\$ 401,907.65							
TD Ameritrade Sweep		\$ 1,200,000.00							
		\$ 2,220,356.85							
SCDP Rev Loan	202-10103	\$ 12,579.72							\$ 12,579.72
SCDP Grant Admin	205-10104	\$ 6,482.56							\$ 6,482.56
EDA Rev Loan Fund	212-10105	\$ 116,151.34							\$ 116,151.34
		\$ 2,355,570.47			\$ 250,000.00			\$ 3,113,245.00	\$ -
Grand Total Cash and Investments									\$ 5,718,815.47

# **TREASURER'S INVESTMENTS FOR RATIFICATION**

12/31/2019

<b>DATE</b>	<b>TYPE OF INVESTMENT</b>	<b>DOCUMENT</b>	<b>FUND</b>	<b>RATE</b>	<b>MATURITY</b>	<b>AMOUNT</b>
Sold 12/09/19	Federated Gov't Obligs Fd Instl Shs	60934N104		1.78%	SWEEP	(\$300.00)
<b>TOTAL</b>						<b>(\$300.00)</b>

# REVENUE REPORT

## CALENDAR 12/2019, FISCAL 12/2019

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	GENERAL TOTAL	1,559,570.09	363,002.96	1,574,714.07	100.97	15,143.98-
	AMBULANCE TOTAL	134,500.00	6,547.48	116,667.69	86.74	17,832.31
	SCDP GRANT REVOLVING LOAN TOTA	.00	381.10	7,185.93	.00	7,185.93-
	SCDP GRANT 2017 ADMIN TOTAL	.00	14,272.21	84,725.81	.00	84,725.81-
	EDA TOTAL	60,327.00	26,554.56	56,185.92	93.14	4,141.08
	EDA REVOLVING LOAN FUND TOTAL	2,600.00	71.41	882.92	33.96	1,717.08
	SEWR SYSTEM REPLACEMENT TOTAL	45,000.00	1,901.29	1,901.29	4.23	43,098.71
	2009 GO TEMP IMPROVE DEBT TOTA	100.00	.00	.00	.00	100.00
	INFRA. REPLACE. DEBT SERV TOTA	334,297.00	2,826.48	335,582.79	100.38	1,285.79-
	2015 GO REFUNDING DS TOTAL	345,585.31	2,491.40	346,757.70	100.34	1,172.39-
	2016 GO REF/WT REV DS TOTAL	141,462.50	132.96	141,595.46	100.09	132.96-
	CULTURE & REC CAP. FUND TOTAL	.00	20,883.11	41,883.11	.00	41,883.11-
	BLDG & EQUIP CAP. FUND TOTAL	.00	47,534.82	49,534.82	.00	49,534.82-
	STREETS CAPITAL FUND TOTAL	.00	.00	.00	.00	.00
	WATER TOTAL	585,850.00	41,306.03	549,449.76	93.79	36,400.24
	SEWER TOTAL	455,800.00	40,160.45	433,561.67	95.12	22,238.33
	SANITATION TOTAL	221,100.00	19,194.05	215,388.42	97.42	5,711.58

# REVENUE REPORT

## CALENDAR 12/2019, FISCAL 12/2019

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	FISCAL ESTIMATE	PTD BALANCE	YTD BALANCE	PERCENT RECVD	UNCOLLECTED
	ELECTRIC UTILITY TOTAL	1,464,650.62	174,815.80	1,499,314.53	102.37	34,663.91-
	STORM SEWER TOTAL	146,250.00	14,386.51	147,698.75	100.99	1,448.75-
	LIQUOR TOTAL	404,000.00	40,733.56	420,554.00	104.10	16,554.00-
	EASTVIEW APARTMENTS TOTAL	168,520.00	17,018.92	168,378.42	99.92	141.58
	RESERVE TOTAL	40,000.00	14,072.93	41,037.93	102.59	1,037.93-
	REVENUE BY FUND SUMMARY	=====	=====	=====	=====	=====
		6,109,612.52	848,288.03	6,233,000.99	102.02	123,388.47-
		=====	=====	=====	=====	=====

**BUDGET REPORT**  
**CALENDAR 12/2019, FISCAL 12/2019**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	1,559,570.09	216,411.27	1,565,503.66	100.38	5,933.57-
	AMBULANCE TOTAL	113,675.00	29,734.85	125,018.34	109.98	11,343.34-
	SCDP GRANT REVOLVING LOAN TOTA	.00	90.00	13,415.09	.00	13,415.09-
	SCDP GRANT 2017 ADMIN TOTAL	.00	13,904.40	78,607.15	.00	78,607.15-
	EDA TOTAL	59,958.00	15,366.72	55,752.26	92.99	4,205.74
	EDA REVOLVING LOAN FUND TOTAL	200.00	.00	1,200.00	600.00	1,000.00-
	EDA DOWNPAYMENT LOAN TOTAL	.00	.00	.00	.00	.00
	SEWR SYSTEM REPLACEMENT TOTAL	.00	.00	.00	.00	.00
	2009 GO TEMP IMPROVE DEBT TOTA	.00	.00	2,867.00	.00	2,867.00-
	INFRA. REPLACE. DEBT SERV TOTA	334,155.00	.00	334,455.00	100.09	300.00-
	2015 GO REFUNDING DS TOTAL	341,265.00	.00	341,405.00	100.04	140.00-
	2016 GO REF/WT REV DS TOTAL	146,762.50	.00	145,837.50	99.37	925.00
	CULTURE & REC CAP. FUND TOTAL	.00	1,716.64	23,361.54	.00	23,361.54-
	BLDG & EQUIP CAP. FUND TOTAL	.00	.00	39,814.36	.00	39,814.36-
	WATER TOTAL	823,313.49	35,888.58	879,074.13	106.77	55,760.64-
	SEWER TOTAL	683,289.99	36,986.56	651,394.88	95.33	31,895.11
	SANITATION TOTAL	219,923.37	16,532.16	219,843.92	99.96	79.45

**BUDGET REPORT**  
**CALENDAR 12/2019, FISCAL 12/2019**

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ELECTRIC UTILITY TOTAL	1,409,557.27	108,684.07	1,328,148.74	94.22	81,408.53
	STORM SEWER TOTAL	234,430.11	9,975.14	229,829.66	98.04	4,600.45
	LIQUOR TOTAL	405,347.00	50,143.22	406,838.27	100.37	1,491.27-
	EASTVIEW APARTMENTS TOTAL	204,423.27	10,005.83	216,606.08	105.96	12,182.81-
	RESERVE TOTAL	15,400.00	.00	12,400.00	80.52	3,000.00
	EXPENSES BY FUND SUMMARY	=====	=====	=====	=====	=====
		6,551,270.09	545,439.44	6,671,372.58	101.83	120,102.49-
		=====	=====	=====	=====	=====



## City of Madison Emergency Management

# SPECIAL SIREN TEST REPORT

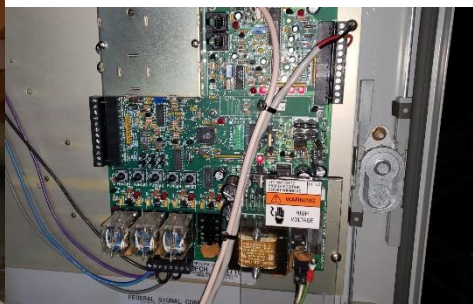
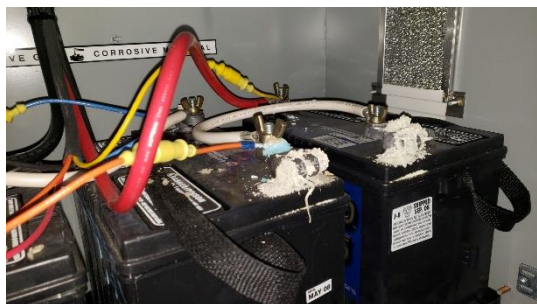
January 9, 2020

Test Information				
Date:	Wed, Jan. 8, 2020		Report #:	N/a
Time:	1:00 pm		Duration:	~ 20 minutes
Location:	Madison City Hall	404 6 <sup>th</sup> Avenue North, Madison, MN 56256		

Purpose/Background
The purpose of the Madison special siren test was to test the VHF paging signal, battery backup system, multi-tone alert functions, and manual override functionality of the siren at City Hall. The test was held on January 8 <sup>th</sup> and ran from 1pm to around 1:20pm.

Drill Summary				
Function:	Tone:	Time Tested:	Functionality:	Notes:
<b>FUNCT 1</b>	Wail / Attack	1300-1303	Passed	Auto shutoff at 3 min
<b>FUNCT 2</b>	Steady (Weather)	1304-1307	Passed	Auto shutoff at 3 min
<b>FUNCT 3</b>	Fast Wail	1308-1311	Passed	Auto shutoff at 3 min
<b>FUNCT 4</b>	Not Programmed	N/a	N/a	
<b>Battery Backup</b>	Steady (Auto)	1313-1318	Failed	Backup system failed
<b>VHF Page</b>	Steady (Auto)	1319-1320	Passed	Normal page worked

Corrective Actions / Improvement Items			
#	Improvement Item	Timeframe	Responsibility
1.	Replace 4 Delco Batteries for backup power supply	ASAP	City EM
2.	Research siren adequacy and decibel range/level in town	Summer, 2020	City EM
3.	Continue manual siren tests for tones and battery checks on an annual basis	Annually	City EM





6520.02

B6204.BL

**Department of Energy**  
Western Area Power Administration  
Upper Great Plains Customer Service Region  
P.O. Box 35800  
Billings, MT 59107-5800

**DEC 19 2019**

Ms. Valerie Halvorson  
City Manager  
City of Madison  
404 6<sup>th</sup> Avenue North  
Madison, MN 56256

Dear Ms. Halvorson:

Three originals of proposed Contract No. 19-UGPR-98 (Contract) among the City of Madison, Minnesota (Madison), Missouri Basin Municipal Power Agency dba Missouri River Energy Services (MRES), and Western Area Power Administration (WAPA) are enclosed for your consideration. The Contract continues to provide arrangements for administrative services between Madison and MRES. Upon execution of this Contract, Madison shall allow MRES to continue to provide power and energy schedules to WAPA on its behalf. Madison shall also allow MRES to continue to administer payment to WAPA on its behalf as outlined in the Contract. Madison is ultimately responsible for payment to WAPA under Contract No. 12-UGPR-1094.

The Contract is in final form for signature and is being first sent to Madison. If the Contract is satisfactory, please take the following actions to ensure proper execution and administration of the Contract.

- Do not date the Contract.
- Have the appropriate official from Madison sign each original Contract.
- Have Madison's official signature attested.
- Enclose a copy of the Madison City Council Meeting Minutes or resolution approving the Contract.
- Apply Madison's seal, if there is one, to each original Contract.

After Madison signs each original Contract, Madison will then forward all three signed original Contracts to MRES for signature. MRES will take the following actions to ensure proper execution and administration of the Contract.

- Have the appropriate official from MRES sign each original Contract.
- Have MRES's official signature attested.
- Complete the Certificate for MRES to each original Contract.
- Apply MRES's seal, if there is one, to each original Contract.



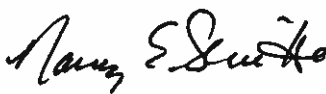
Following signature by Madison and MRES, please return all originals to WAPA at the following address:

Lori Frisk  
Vice President of Power Marketing  
for Upper Great Plains Region  
1330 41<sup>st</sup> Street SE  
Watertown, SD 57201

Please note, any changes or alterations to the Contract shall render it null and void. WAPA will review the Contract upon receipt and, if satisfactory, date and execute the Contract. WAPA will keep one executed original Contract and one executed original Contract each will then be provided to both Madison and MRES.

If you have any questions, please telephone Aaron Harry at (406) 255-2934.

Sincerely,

  
for Lori L. Frisk  
Vice President of Power Marketing  
for Upper Great Plains Region

Enclosures (3)

cc:

Mr. Jeff Peters, Missouri River Energy Services

Contract No. 19-UGPR-98  
Missouri River Energy Services  
City of Madison, Minnesota

UNITED STATES  
DEPARTMENT OF ENERGY  
WESTERN AREA POWER ADMINISTRATION

Pick-Sloan Missouri Basin Program--Eastern Division

CONTRACT FOR ADMINISTRATIVE SERVICES  
WITH  
MISSOURI BASIN MUNICIPAL POWER AGENCY dba  
MISSOURI RIVER ENERGY SERVICES AND  
THE CITY OF MADISON, MINNESOTA

(Scheduling and Payment)

Contract No. 19-UGPR-98  
Missouri River Energy Services  
City of Madison, Minnesota

UNITED STATES  
DEPARTMENT OF ENERGY  
WESTERN AREA POWER ADMINISTRATION

Pick-Sloan Missouri Basin Program--Eastern Division

CONTRACT FOR ADMINISTRATIVE SERVICES  
WITH  
MISSOURI BASIN MUNICIPAL POWER AGENCY dba  
MISSOURI RIVER ENERGY SERVICES AND  
THE CITY OF MADISON, MINNESOTA

(Scheduling and Payment)

<u>Section</u>	<u>Title</u>	<u>Page</u>
1.	Preamble .....	1
2.	Explanatory Recitals .....	2
3.	Agreement .....	2
4.	Term of Contract .....	2
5.	Termination of Existing Administrative Services Contract .....	2
6.	Existing Firm Electric Service Contract .....	3
7.	Scheduling Arrangements .....	3
8.	Billing and Payment Arrangements .....	4
9.	Bill Crediting .....	5
10.	General Power Contract Provisions .....	6
	Signatures .....	7

Certificate  
General Power Contract Provisions dated September 1, 2007

Contract No. 19-UGPR-98  
Missouri River Energy Services  
City of Madison, Minnesota

UNITED STATES  
DEPARTMENT OF ENERGY  
WESTERN AREA POWER ADMINISTRATION

Pick-Sloan Missouri Basin Program--Eastern Division

CONTRACT FOR ADMINISTRATIVE SERVICES  
WITH  
MISSOURI BASIN MUNICIPAL POWER AGENCY dba  
MISSOURI RIVER ENERGY SERVICES AND  
THE CITY OF MADISON, MINNESOTA

(Scheduling and Payment)

1. PREAMBLE: This Contract is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, pursuant to the Acts of Congress approved June 17, 1902 (32 Stat. 388), December 22, 1944 (58 Stat. 887), August 4, 1977 (91 Stat. 565), and Acts amendatory or supplementary to the foregoing Acts between the UNITED STATES OF AMERICA, acting by and through the Administrator, Western Area Power Administration, Department of Energy, hereinafter called WAPA, represented by the officer executing this Contract, a duly appointed successor, or a duly authorized representative, hereinafter called the Contracting Officer, and MISSOURI BASIN MUNICIPAL POWER AGENCY, a body corporate and politic duly organized under and by virtue of the laws of the State of Iowa, doing business under the name of Missouri River Energy Services, hereinafter called MRES or Contractor, and the CITY OF MADISON, MINNESOTA, a municipal corporation of the STATE OF MINNESOTA, hereinafter called the Municipality or Contractor; their successors and assigns, each sometimes hereinafter called the Party or all sometimes hereinafter collectively called the Parties.

**2. EXPLANATORY RECITALS:**

2.1 The Municipality is a member of MRES and is a beneficiary of MRES services. The Municipality has entered into Firm Electric Service Contract No. 12-UGPR-1094, dated November 28, 2012 (FES Contract), with WAPA. The FES Contract becomes effective January 1, 2021.

2.2 The Parties wish to have MRES administer payment of the Municipality's WAPA electric service bills, under the FES Contract between WAPA and the Municipality, and to participate in bill crediting and net billing as outlined in this Contract.

2.3 The Parties wish to have MRES provide scheduling services for the Municipality.

**3. AGREEMENT:** The Parties agree to the terms and conditions set forth herein.

**4. TERM OF CONTRACT:**

4.1 This Contract shall become effective on January 1, 2021, and subject to prior termination as otherwise provided for herein, shall remain in effect through midnight December 31, 2050.

4.2 Any Party may terminate this Contract at any time by giving at least two years written notice to the other Parties.

**5. TERMINATION OF EXISTING ADMINISTRATIVE SERVICES CONTRACT:**

Contract No. 02-UGPR-82, dated March 3, 2003, expires on its own terms effective at midnight December 31, 2020.

**6. EXISTING FIRM ELECTRIC SERVICE CONTRACT:**

6.1 WAPA and the Municipality have entered into the FES Contract which provides for firm electric service to the Municipality through December 31, 2050.

6.2 The Parties agree that by entering into this Contract, the rights, duties, and obligations contained in the FES Contract between WAPA and the Municipality are unchanged.

**7. SCHEDULING ARRANGEMENTS:**

7.1 All deliveries of power and energy to the Municipality under its existing contract with WAPA, as well as its contract with MRES, shall be scheduled in advance, emergencies excepted, in accordance with written procedures agreed upon in advance between MRES and WAPA, hereinafter referred to as Scheduling Procedures. The Scheduling Procedures shall provide for the adaptation of such schedules for day-to-day operational requirements, and shall be based on hourly load patterns. The Scheduling Procedures shall also specify the procedures to handle over or under deliveries of WAPA's obligation. The Scheduling Procedures shall be updated as required to reflect the requirements of any regional transmission organization or comparable organization approved by the Federal Energy Regulatory Commission, responsible for providing transmission service.

7.2 The Municipality agrees to allow MRES to act as its agent in providing power and energy schedules to WAPA.

7.3 Scheduling and tagging procedures, to be followed by MRES and WAPA, are included in the Scheduling Procedures.

7.4 MRES is responsible for developing the schedules for delivery of power and energy from WAPA to the Municipality as provided in the Scheduling Procedures.

7.5 MRES is responsible for scheduling error fees or charges, energy imbalance penalties or fees, and other penalties, fees, or charges, as appropriate, that are incurred as a result of MRES' errors in administering the Scheduling Procedures. WAPA is responsible for scheduling error fees or charges, energy imbalance penalties or fees, and other penalties, fees, or charges, as appropriate, that are incurred as a result of WAPA's errors in administering the Scheduling Procedures.

#### 8. BILLING AND PAYMENT ARRANGEMENTS:

8.1 Billing and Payment shall be in accordance with the General Power Contract Provisions (GPCP) made part of the Municipality's contract with WAPA. Although the Municipality, by signing this Contract, has made arrangements for MRES to administer payment to WAPA on its behalf, the Municipality is ultimately responsible for payment to WAPA and all provisions of its FES Contracts with WAPA, including fees and penalties, are still applicable.

8.2 WAPA will issue individual bills for electric service provided to the Municipality each month. The bill will be sent to MRES for payment and a copy will be sent to the Municipality. MRES shall make payment of the bill to WAPA on behalf of the Municipality. The Municipality agrees to pay MRES for amounts billed by WAPA. Payments, by the Municipality to MRES for amounts billed by WAPA, shall be made in the manner specified for payments under the Municipality's Power Sale Agreement with MRES.

8.3 Under this Contract, MRES shall only bill the Municipality for the amounts stated on the bill provided by WAPA.

8.4 MRES will be responsible for late fees for delinquent payments to WAPA. The Municipality will be responsible for late fees due to delinquent payments to MRES in the same manner specified under the Municipality's Power Sale Agreement with MRES.

9. BILL CREDITING:

9.1 Payments due WAPA by MRES shall be paid by MRES to a third party when so directed by WAPA. Any third party designated to receive payment in lieu of WAPA, and the amount to be paid to that party, will be so identified in writing to MRES with the monthly electric service bill. The payment to the third party shall be due and payable by the payment due date specified on WAPA's electric service bill in accordance with the GPCP. When remitting payment to a designated third party, MRES shall indicate that such payment is being made on behalf of WAPA. WAPA shall credit MRES for the amount paid as if payment had been made directly to WAPA. All other payment provisions shall remain in full force and effect.

9.2 MRES shall accept payment from third parties of amounts due MRES from WAPA and shall notify WAPA of the date of receipt of each payment. MRES shall credit WAPA for such payments the same as if they had been made directly by WAPA. This obligation, to accept payment from a third party, does not release WAPA of its obligation to pay MRES if a third party is unwilling or unable to pay. In the event third party payment to MRES exceeds WAPA's payment obligation to MRES, MRES shall



reimburse the difference to WAPA within 20 days of the receipt, in full, of such third party payment. In the event WAPA directs more than one third party to make payment to MRES and the total payments exceed WAPA's payment obligation to MRES, MRES shall reimburse the difference to WAPA within 20 days of the receipt of the last payment received by MRES.

10. GENERAL POWER CONTRACT PROVISIONS: The GPCP, effective September 1, 2007, attached hereto, are made part of this Contract the same as if they had been expressly set forth herein.

Contract No. 19-UGPR-98  
Missouri River Energy Services  
City of Madison, Minnesota

IN WITNESS WHEREOF, the Parties have caused this Contract to be executed the day  
and year first above written.

WESTERN AREA POWER ADMINISTRATION

By \_\_\_\_\_

Title Vice President of Power Marketing  
for Upper Great Plains Region

Address P.O. Box 35800  
Billings, MT 59107-5800

(SEAL)

MISSOURI RIVER ENERGY SERVICES

By \_\_\_\_\_

Attest:

Title President and Chief Executive Officer

By \_\_\_\_\_

Address P.O. Box 88920

Title \_\_\_\_\_

Sioux Falls, SD 57109-8920

(SEAL)

CITY OF MADISON, MINNESOTA

By \_\_\_\_\_

Attest:

Title \_\_\_\_\_

By \_\_\_\_\_

Address 404 6<sup>th</sup> Avenue North

Title \_\_\_\_\_

Madison, MN 56256

**CERTIFICATE**

I, \_\_\_\_\_, certify that I am the \_\_\_\_\_ of Missouri River Energy Services, the corporation named as MRES or Contractor herein; that \_\_\_\_\_, who signed the above contract on behalf of MRES, was then its \_\_\_\_\_; that such contract was duly signed for and on behalf of MRES by authority of its governing body and is within the scope of its corporate powers.

Signature

\_\_\_\_\_

(SEAL)

**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-09**

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

**APPOINTMENT OF AMBULANCE SERVICE OFFICERS FOR 2020**

**WHEREAS** the Madison City Council is interested in appointing the Ambulance Service Officers for the Year 2020 based on the Ambulance Service meeting held December 17, 2019; and

**NOW THEREFORE BE IT RESOLVED** that the City Council of Madison, Lac qui Parle County, Minnesota is appointing the following:

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

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 20-09 was declared duly passed and adopted this 13<sup>th</sup> day of January, 2020.

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

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

**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-10**

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

**APPOINTMENT OF FIRE SERVICE OFFICERS FOR 2020**

**WHEREAS**, the Madison City Council is interested in appointing the Fire Service Officers for the Year 2020 based on the Fire Service meeting in December 16, 2019.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Madison, Lac qui Parle County, Minnesota is appointing the following:

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

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 20-10 was declared duly passed and adopted this 13th day of January, 2020.

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

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

**CITY OF MADISON, MINNESOTA  
RESOLUTION 20-11**

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

**RESOLUTION ADOPTING DEBIT CARD POLICY**

**WHEREAS**, the City Council is interested in establishing a Debit Card Policy which details authorized use of a city debit card by designated employees to make purchases on behalf of the City; and

**WHEREAS**, said Debit Card Policy will include a list of designated employees, a debit card maximum spending limit, and conditions for use; and

**WHEREAS**, designated employees will be required to execute a City of Madison Debit Card Policy Acknowledgment prior to issuance of said debit card.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that the Debit Card Policy attached as Exhibit A is hereby adopted and City Clerk/Treasurer Angela Amland is hereby authorized to establish a debit card program with United Prairie Bank on behalf of the City of Madison.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 20-11 was declared duly passed and adopted this 13<sup>th</sup> day of January, 2020.

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

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

# **RESOLUTION 20-11**

## **CITY OF MADISON DEBIT CARD POLICY**

### **EXHIBIT A**

As stated in MN Statute 471.382, the City of Madison Council may authorize the use of a Debit Card by any City employee otherwise authorized to make a purchase on behalf of the City. All purchases by Debit Card must otherwise comply with all statutes, rules and policies applicable to City purchases. A City employee who makes or directs a purchase by Debit Card that is not in compliance with statutes, rules and policies, is personally liable for the amount of the purchase.

Bills from Debit Card companies do not contain the detail necessary to satisfy the requirement that claims presented to the City for payment must be in writing and itemized. Therefore, invoices and receipts for all items charged must be retained. A list of all Debit Cards charges will be included with monthly expenditures for Council review and approval. (*MN Stat 412.271 subd. 2, MN Stat 471.38 subd 1*)

Debit Card use must also comply with laws concerning borrowing. Debit Cards will not be used for carrying debt. The entire card balance shall be paid in full each month. (*MN Stat Ch 475*)

1. Employees who are Department Heads are authorized to use or direct use of the City of Madison's Debit Card.
2. Debit Cards will carry a card limit of no more than \$1,000.00
3. City Debit Cards will be issued through the City of Madison Business Office. All cards must be returned to the business office when renewed or upon leaving the employment of the City. A lost or stolen Debit Card must be reported immediately.
4. No employee will intentionally use a City of Madison Debit Card for personal purchases. Unauthorized use or abuse of a city Debit Card will result in disciplinary action, up to and including termination of employment.
5. Supporting documents and/or invoices will be submitted to the Business office immediately after purchasing an item(s). Department Head will code each document/invoice and stipulate on the
  - a. Document and/or invoice description of what the purchase is for.
  - b. For example: Maintenance supplies for Community Center; Liquor Store cleaning supplies; repair parts for loader.
6. Authorized persons will receive and sign an acknowledgement form regarding Debit Card use. (See attached)

Adopted by the City Council of the City of Madison, County of Lac qui Parle, State of Minnesota this the 13<sup>th</sup> day of January, 2020.

## **CITY OF MADISON DEBIT CARD POLICY ACKNOWLEDGMENT**

The City of Madison hereby authorizes you to use its Debit Cards on its behalf. It is important that you understand the rules regarding Debit Card use. If these rules are not followed, the City may cancel the card and you may be personally liable for any misuse.

- Debit Cards may only be used for appropriate City business. Unauthorized use or abuse of a City Debit Card will result in disciplinary action, up to and including termination of employment.
- Debit Cards shall not be used to obtain a cash advance.
- Debit Cards must at all times be protected from theft and unauthorized use.
- A lost or stolen Debit Card must be reported immediately to the City of Madison Business Office.
- Debit Card receipts, invoices or cash register tapes for all purchases must be turned into the Clerks' office upon return.
- The City will not be responsible for interest charges accrued due to delayed submission of receipts and payment requests.

**I acknowledge receipt of the City of Madison Debit Card Policy and confirm that I have read and understand its terms and conditions. I agree to abide by the terms of the Policy and the above statements. I also understand that all Debit Card use is subject to audit.**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Received by

\_\_\_\_\_  
Date



## **DEBIT CARD HOLDERS AS OF JANUARY 13, 2020**

### **United Prairie Debit Card:**

- 4 City Administration – Val Halvorson, Kathy Weber, Angie Amland & Cheri Tuckett
- 3 Public Works –
  - Street Department Supervisor – Todd Erp
  - Line Department – David Johnson
  - Water Department Supervisor – Dean Broin
- 1 Fire Department Chief – Mitch Wellnitz
- 1 Ambulance Chief – Scott Schake

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 20-12**

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

**RESOLUTION ESTABLISHING ASSIGNMENT OF SALARIES  
CITY CLERK**

**WHEREAS**, the City Council is interested in establishing the assignment of salaries for the position of City Clerk for the City of Madison for 2020 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 3, 2020 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 2020**

<u>Title</u>	<u>Range</u>	<u>Step</u>	
City Clerk	10	Min/A	\$21.07

**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 City Clerk as contained herein with and effective date of February 3, 2020 with payment continuing thereafter until modified therein.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 20-12 was declared duly passed and adopted this 13th day of January 2020.

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

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

**BUILDING MAINTENANCE AGREEMENT**  
**BETWEEN THE CITY OF MADISON AND NICOLE SIEDSCHLAG**  
**FOR THE TERM OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020**

THIS AGREEMENT, made and entered into this 13th day of January, 2020, by and between the City of Madison, a local governmental subdivision of the State of Minnesota, hereafter referred to as “the City”; and Nicole Siedschlag, an independent contractor, whose business address is 523 Pleasant Dr, Madison, MN; hereafter referred to as “the Contractor”, for the period from January 1, 2020 to December 31, 2020.

WHEREAS, the City owns the buildings known as the Madison Municipal Building (City Hall) located at 404 6th Avenue and has need to contract with an independent contractor for the purpose of providing inside and exterior maintenance and upkeep in said buildings, and to perform the duties set forth and described in EXHIBIT “A” attached hereto and made a part hereof; and

WHEREAS, the Contractor has the experience and capacity to perform the duties set forth and described in EXHIBIT “A” attached hereto.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, **IT IS HEREBY AGREED** as follows:

**DESCRIPTION OF WORK**

Work to be performed by the Contractor includes the duties and services set forth in EXHIBIT “A” attached hereto and made a part hereof

**PERFORMANCE OF DUTIES**

Completed work must satisfy a “reasonable” person’s standard with regard to cleanliness, absence of stains or streak marks, removal of dust and dirt, and replacement of furnishings in an orderly and preferred customer arrangement after cleaning. The City will provide feedback about contractor’s performance from the City Manager on a periodic basis to ensure these standards are being met to the satisfaction of the City. It is understood by all parties that the Contractor’s level of performance to the satisfaction of the City is a significant factor in subsequent renewal or termination of this contract. Extra duties beyond those described and outlined in Exhibit “A” that the City requests of the Contractor shall be compensated at the rate of \$20.00 per hour (duties not included in the Agreement subject to the Contractor’s approval). The Contractor shall submit a monthly invoice stating the hours worked and duties performed and where.

**ASSIGNMENT OF DUTIES**

Rights to this contract cannot be assigned or duties delegated without the written consent of both parties. Any assignment without prior written authorization confirmed by the city council, renders this contract void and all rights hereunder will thereupon terminate.

### **ACCESS TO BUILDING**

To minimize the disruption to the City in performance of this contract, it is preferred that work performed by the Contractor be arranged before or after normal work hours (Madison Municipal Building) generally are 8:00 a.m. to 4:30 p.m. Cleaning time may be arranged with the Prairie Five Dining Staff and the business office during business hours for specific areas of the building that are not being used.

### **PAYMENT**

The City will pay the Contractor for all work performed by the Contractor, the bid price of \$950.00 per month for the Madison Municipal Building with daily cleaning on a five day a week basis as established in the exhibits incorporated herein by reference. Contractor shall submit an itemized billing to the City of all work performed for the previous month, and turn in such billing no later than the first working day following the month of service. With timely receipt of billing, the City will issue payment in accordance with the City's regular bill payment process (the city council regularly meets the second and fourth Mondays of each month).

### **EQUIPMENT AND SUPPLIES**

A) The City provides disposable items for the building including the following: rest room soap, paper towels, toilet paper, garbage/sanitary napkin disposal bags, and incandescent and florescent light bulbs. The City may provide equipment for cleaning or janitorial functions (joint cooperation required on this matter).

B) The Contractor will provide disposable items for cleaning the building including the floor cleaners, wax removers (if required), floor wax (if required), dusting spray, window spray, tile cleaners, disinfectant liquids, bowl cleaners, and cloths. The Contractor supplies their own vacuum (city may own vacuums for their own use), extractor, floor buffer, mops, ladders or step stools. Costs of such furnished items are to be included in the bid price accepted by the City.

C) The Contractor is prohibited from using city chairs, desks or other office furniture to stand on or for high reach needs.

D) The City will allow Contractor to store said equipment on the premises if needed in a location mutually agreeable to both parties (generally the custodial/storage room). Items stored must be secured and kept in a neat and orderly manner to the satisfaction of the City. All supplies stored on premises must be properly labeled and be contained so as not to release any toxic fumes.

### **SAFEGUARD OF CLIENT INFORMATION**

Contractor acknowledges that it may come into contact with confidential information while performing its duties hereunder. The use or disclosure, by any party, of information concerning customers or projects of the City in violation of any rule of confidentiality provided for in MS. Chapter 13, or for any purpose not directly connected with the City's or Contractor's responsibility with respect to this maintenance contract hereunder is prohibited.

### **SAFEGUARD OF CITY PROPERTY**

The Contractor shall ensure premises and City property are secure, and shall verify that all parties entering building after hours (during performance of maintenance duties) are employees of the Contractor. The Contractor may not allow person(s) on the premises who are not either employees of the City or employees of the Contractor at any time outside of regular business hours.

The building must remain locked at all times during non-business hours except in the case of scheduled events (city clerk's office is required to supply schedule of events). The consumption of alcoholic beverages while on City premises is strictly prohibited.

In performance of Contractor's duties, Contractor must use diligent care not to damage or cause to damage any office equipment, electrical connections, computers, individual items on shelves or desks, or other City furnishings. If damage does occur, it is the responsibility of the Contractor to notify the City Manager and/or City Public Works Superintendent the next working day of the incident.

### **RELATIONSHIP OF PARTIES**

The parties intend that an independent contractor-customer relationship be created by this contract. Contractor agrees to comply with all tax laws applicable to the operation of a business such as contractors, including, but not limited to, the reporting of all gross receipts therefrom as income from the operation of a business, the payment of all self-employment taxes, compliance with all employment tax requirements for withholding on any employees used by contractor, and compliance with state employment workers' compensation laws. Contractor acknowledges the payments by City to Contractor will be subject to information reporting requirements (and backup withholding requirements, if and as applicable) as the same are imposed by applicable law. Contractor acknowledges that Contractor will not be treated as an employee of City with respect to services under this Agreement, either for federal or state tax purposes, or for the purposes of any employee welfare or pension benefit plans that are or may come to be maintained by City, or for purposes of any other benefits or perquisites that City accords to any of its employees.

### **INDEMNITY AND INSURANCE**

A) *Indemnity*. The Contractor agrees that he will at all times indemnify and hold harmless the City from any and all liability, loss, damages, costs, or expenses which may be claimed against the City by reason of any injury caused to a person or any damage to the property of another person, caused by the Contractor or his/her assigns or employees in performing the services provided in this agreement.

B) *Insurance*. The Contractor agrees, in order to protect himself/herself and the City under the indemnity provision set forth above, to at all times during the term of this contract, have and keep in force a liability insurance policy in the amount of \$300,000 dollars for accidental injury, including death of any one person, and not less than \$1,000,000 dollars on account of one accident, and shall have property damage insurance in the amount of not less than \$300,000 dollars for any such accident arising from any one incident.

Prior to the commencement of services under this agreement, the Contractor shall obtain all of the insurance required herein, and such insurance must be approved by the City and its Attorney, and in addition, such insurance policy must name the City of Madison as an additional insured under said policy. All such insurance contracts shall be evidenced by insurance certificates filed with the City Clerk's Office. The certificates shall contain the provision that the insurance shall not be materially changed or canceled during the life of its agreement without thirty (30) days written notice being given to the City.

**CANCELLATION**

This Agreement may be canceled by the City or by the Contractor with or without cause, to be effective upon not less than thirty (30) days' written notice served upon the City Manager through the City Clerk's Office (Business Office) and the Contractor's most current address on file, to the other party.

**IN WITNESS WHEREOF**, the parties have caused this contract to be duly executed intending to be bound thereby.

**CONTRACTOR**

**CITY OF MADISON**

\_\_\_\_\_  
Contractor

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

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

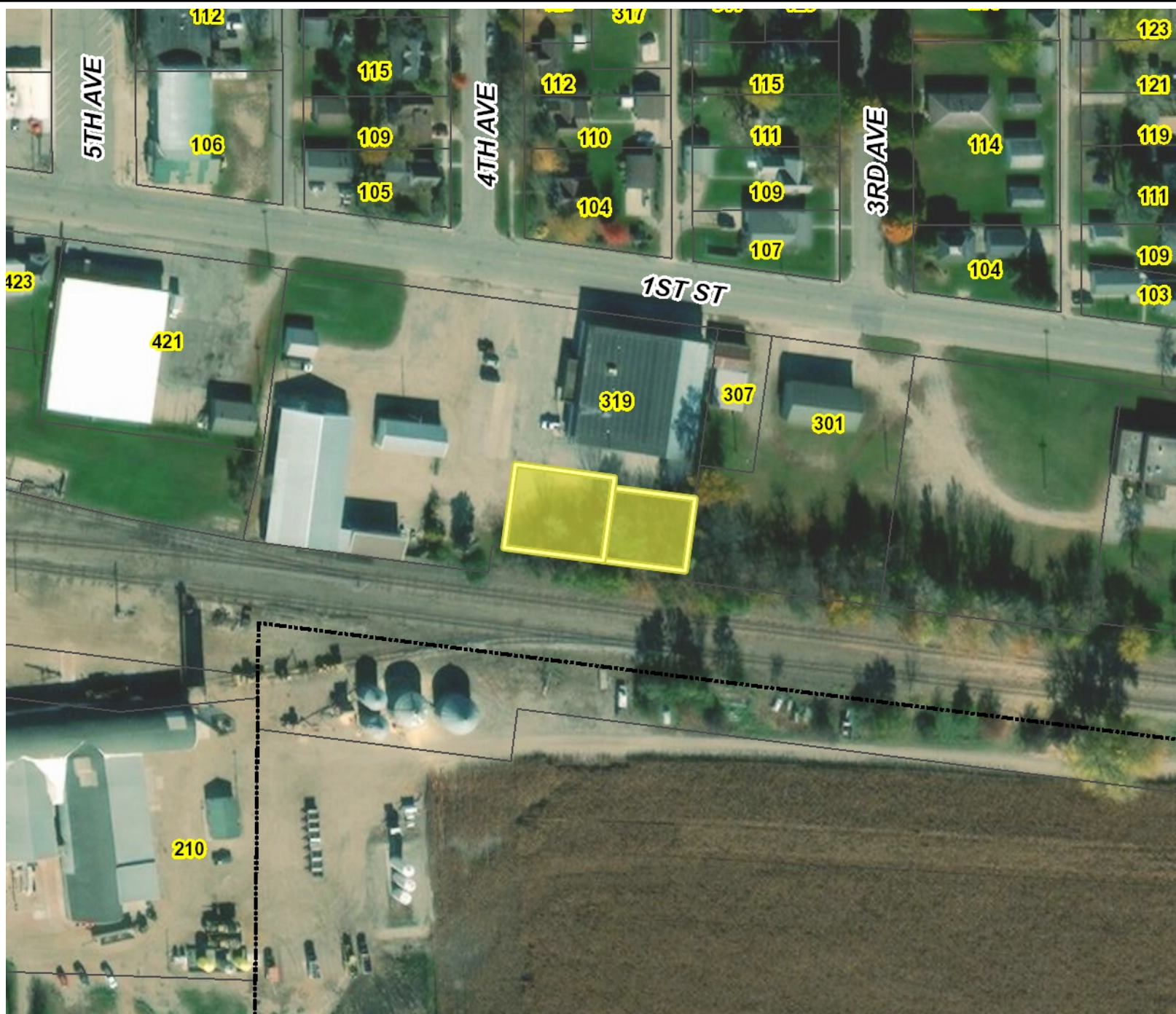
**City of Madison “Building Maintenance Agreement”  
Exhibit “A”**

Updated January 2020	<b>Work Schedule “Check List”</b>		
<b>Area/Office</b>	<b>Function</b>	<b>Times/week</b>	<b>Times/year</b>
Break Room	Vacuum	2	
	Empty garbage	5	
	Dust sills, TV cabinet, chairs	1	
	Wash table & Coffee area	2	
City Mgr. Office	Vacuum	2	
	Empty garbage	3	
Business Office	Vacuum	2	
	Empty garbage	5	
	Dust sills	1	
	Clean front counter & glass	2	
	Clean countertops	2	
	Clean toilet, sink, mirror	2	
	Scrub bathroom floor	2	
	Refill hand towels/toilet paper	as needed	
	Wash down bathroom walls		2
Copy Room	Vacuum	2	
	Empty garbage	5	
	Dust sills, cabinets, counters	1	
	Empty recycling box	as needed	
Entrances	Vacuum or sweep (dry mop)	5	
	Vacuum rugs	5	
	Scrub floor	1	
	Clean glass	3	
Hallways	Vacuum	3	
	Clean glass	2	
	Clean water fountain	2	
	Dust sills, tables	1	
Stairways	Vacuum	1	
Madison Room	Vacuum		6
	Dust sills		6
	Clean tables, chairs		6
	Empty garbage	as needed	

<b>Area/Office</b>	<b>Function</b>	<b>Times/week</b>	<b>Times/year</b>
Auditorium	Vacuum	1	
	Empty garbage	5	
	Dust sills, railings		12
	Vacuum council chairs		12
	Wash tables	1	
	Clean glass	3	
	Set up and take down for council mtg		24
Downstairs Restrooms	Clean toilets, urinals, sinks, mirrors	5	
	Vacuum or sweep floors (dry mop)	5	
	Scrub floors	2	
	Empty garbage	5	
	Refill hand towels, toilet paper	as needed	
Downstairs Hallways	Vacuum or sweep floor (dry mop)	2	
	Scrub floor	1	
Senior Center	Vacuum or sweep floor (dry mop)	5	
	Scrub floor	2	
	Empty garbage	5	
	Wash tables	2	
	Clean glass	3	
	Dust sills		12
City Hall Building	Wash all interior windows		2
	Replace light bulbs	as needed	
	Snow removal from exterior steps and entrances – prior to 8:00 am M-F	as needed	
	Wash coffee servers	as needed	
	Sweep exterior steps and entrances	as needed	
	Coordinate midday steps maintenance (ice & snow) with city crew	as needed	
	Clean elevator	1	
	Miscellaneous	as needed	










CITY OF  
**MADISON**

#### Legend

-  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.

0 188 Feet



**BOLTON  
& MENK**

Real People. Real Solutions.

## **City Hall Roofing Project**

Note: Estimates are not for entire project, only removal and replace of shingle material, felt, ice and water barrier, ridge vents, cleanup

The work listed is to be added to both options below: repair masonry, attic vents, vent patching, metal work, gutters, downspouts, step flashing, dormer, soffit, fascia, deck replacement

### **Asphalt – Architectural Shingle – Single Tab– Laminated fiberglass – Duration storm – Class 4**

Estimate: 45,600

Construction Plans: 90% complete

Timeline: Bid ASAP and 2020 Construction

Payment: Building and Equip Capital Fund

Commercial Warranty – 40 years

Regular Maintenance – remove debris, clean rain gutters

\*guarantee work is done with self-pay

\* Building is compromised currently with water infiltration and deteriorating brick.

### **Wood - Historic Material – Cedar Medium Shake – Number 1 Grade Western Red Cedar**

Estimate 119,137

Construction Plans: will need to be revised for new material and remaining 10% completed

Timeline: Bid Spring 2020 - Capital Grant Application Sept 2020 – Construction 2021

Payment: Combination of grant funds NTE \$200,000, with City match and coverage of contingencies \$25-50K.

Warranty – Limited Lifetime Warranty

Life Expectancy 30-40 Years

Regular and Extra Maintenance: Washing and Cleaning Mold or Algae with bleach solution.

May Increases Insurance

\*Grant funding is not guaranteed. Risk that grant is not received and project is delayed and still self-pay.

## Comparison chart asphalt shingles vs wood shakes roof

Which  
roofing  
material is  
better?



VS



	Asphalt shingles	Rating 1	Wood shakes
<b>Look and appearance</b>	Asphalt shingles available in variety of colors from light grey to dark brown. It is a good fit to any house exterior design.	4	4
<b>Suitability</b>	Most manufacturers recommend installation of 3-tab asphalt shingles on the roofs with 2:12 or greater pitch, but some products should be installed on the roofs with minimum 4:12 pitch. Local building codes might restrict installation of low resistant to wind, of physical damages shingles in certain areas.	4	3
<b>Wind resistance</b>	Depends on product, normally withstand 60 – 70 mph wind.	2	4
<b>Hail resistance</b>	Fair impact resistance.	3	4
<b>Fire resistance</b>	Not resistant to fire.	1	1
<b>Snow an ice resistance</b>	Fair.	3	3
<b>Moss resistance</b>	Low resistance to moss accumulation.	2	1

<b><i>Durability and hardness</i></b>	Fairly durable material.	3	4	Subject to weathering, but properly installed and treated wood shakes is a durable roofing material.
<b><i>Walkability</i></b>	Good ability to withstand feet impacts, but walking on a roof should be done with exceptional care and only in case of roof inspection, maintenance or repair.	5	3	Fair ability to withstand feet impacts. Older wood shakes can be easily broken under the feet.
<b><i>Longevity</i></b>	Quality asphalt shingles last about 15 - 20 years.	2	3	Greatly vary and depends on a region, weather condition, and maintenance. Normally lifespan of cedar shakes is 25 - 35 years.
<b><i>Maintenance and care</i></b>	Maintenance typically includes cleaning of any debris from shingles.	3	4	High maintenance roofing material. Without proper care wood will rot and can be easily damaged by weather condition quickly.
<b><i>Manufacturer warranty</i></b>	Vary, normally manufactures offer 25-years limited warranty on asphalt shingles.	-	-	Significantly vary.
<b><i>Normally sold in</i></b>	Bundles approximately 13 in. wide and 40" long.	-	-	Bundles different dimensions.
<b><i>Typical weight per square foot of coverage area on roof</i></b>	1.9 – 2.1 lb/ ft <sup>2</sup> .	-	-	Depends on wood thickness, species and exposure. Kiln-dried cedar shakes considered as a lightweight roofing material.
<b><i>Price</i></b>	One of the cheapest roofing materials.	1	3	Greatly vary, but normally more expensive compare to asphalt shingles.
<b><i>Installation cost (labor)</i></b>	Charges to install one square of asphalt shingles are lowest compare to any other roofing materials.	1	3	Labor fees for wood shakes installation could be 40% – 60% higher in comparison with asphalt shingles.
<b><i>Installation complexity</i></b>	Installation of traditional shingles is one of the easiest tasks.	1	4	It is much harder to install cedar shakes than asphalt shingles. Not recommended for do it yourself installation roofing material.
<b><i>Installation time</i></b>	Installation of 30 squares of asphalt shingles on low or medium slope roof normally should be completed by a crew of six in one day. Replacement of same size roof typically takes couple days.	1	3	Crew of 7 normally is able to install 35 squares of wood shakes on simple gable roof with 6/12 pitch in 3 to 5 days. Replacement might take 4 to 7 days.

<b>Repair complexity</b>	Easy to repair.	1	4	Depends on damage. It could be a hard task to repair wood shakes on a roof.
<b>Number of layers possible to install</b>	A few layers (often 3 - 6) – depending on local codes and roof condition.	-	-	A single layer of wood shakes can be installed on adequately built roof structure.
<b>Common problems</b>	Blowing off shingles by strong wind, physical damage, moss accumulation, leaking in valleys.	3	2	Poor installed flashing, rotten wood, splits, gaps in between shakes.

**!** <sup>1</sup> Rating was estimated on the scale from 1 to 5, accounting 1 as lowest and 5 as the highest quality of a product. Always consider the fact: not all products made equally the same and performance of particular roofing material significantly depends on individual product quality, adequate installation, and proper maintenance.

### Which roofing material is better?

Asphalt shingles and wood shakes have their own advantages and disadvantages. There is no straight answer which roof is better. With adequate installation and proper maintenance a quality wood shakes roof have longer lifespan compare to budget friendly asphalt shingles which still tends to be much more popular roofing material.



## DEMOLITION AGREEMENT

This AGREEMENT dated this Jan. 06 2020, by and between the City of Madison, a Minnesota municipal corporation ("CITY") and Bruce & Colleen Hoium ("HOMEOWNER").

### RECITALS

**Whereas**, HOMEOWNER owns a parcel of land located at 512 4th Avenue  
LOT 9 & 52 LOT 10  
BLK. 18, 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



City Council. CITY's failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

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.

In witness whereof, the parties hereto have executed this Agreement the day and year first written.

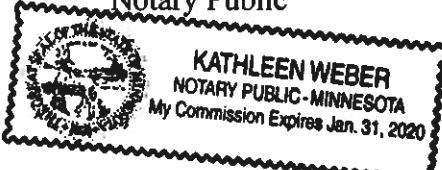
Dated: Jan. 6 - 2020

HOMEOWNER

Bruce M. Hoium (Print)  
Bruce M. Hoium (Signature)  
Coleen L. Hoium (Print)  
Coleen L. Hoium (Signature)

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

The foregoing was acknowledged before me this 6<sup>th</sup> day of January  
~~2017~~, by Bruce & Coleen Hoium  
2020

Kathleen Weber  
Notary Public  


CITY OF MADISON

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

ATTEST:

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

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

The foregoing was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2017, 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

Addendum to Demolition Agreement: The City of Madison has also agreed to participate in a cost-share agreement with Lac qui Parle County and will contribute \$ \_\_\_\_\_ toward asbestos abatement related to this demolition project.



# Memo

**To:** Mayor and City Council

**From:** Kathy Weber, City Clerk

**Date:** January 7, 2020

**Subject:** Demolition Agreement/Special Assessments

Kevin and Betty Tollefson purchased property at 515 4<sup>th</sup> Avenue formerly owned by Jan Kirchberg and participated in the city's Demolition Assistance Program. They have combined the two parcels into one and are requesting that the remaining special assessments on the 515 4<sup>th</sup> Avenue parcel be removed pursuant to Resolution 13-27 adopted by the City Council in August, 2013. The remaining special assessments for utility work would be \$1,270.18 and for street work would be \$137.71.

December 27, 2019

RFP

Entity	Fee	Notes
Bolton and Menk	NTE \$13,450.00	John G – Pipestone, sleepy Eye, Sebekka, Crosby
SHE	NTE 9,000.00	Waite Park, Cambridge, DR, Worthington, Anoka, Becker, Sauk, New ulm, Minnetonka, Rush City, Little Falls
Terry Bovee	NTE 5,275.00	Retired from MDH in 2014. <ul style="list-style-type: none"><li>- Since 2014, completed WHP plans for the cities of Windom, North Mankato, Lake Crystal, Truman, Nicollet, Good Thunder, Austin and Lincoln-Pipestone Rural Water. Currently nearing completion of Cokato and Waverly WHP plans and working with the City of Balaton and Red Rock Rural Water to amend their WHP plans.</li></ul>

Date: December 4, 2019

To: Ms. Valerie Halvorson  
City Manager  
City of Madison  
404 Sixth Street  
Madison, MN 56256-1265

From: Terry Bovee, Water Resource Planner  
620 Ridge Road  
Henderson, MN 56044  
507-248-9626  
[tlbsoils@gmail.com](mailto:tlbsoils@gmail.com)

### **Subject**

The following is a **PROPOSAL to assist the CITY of MADISON** in the completion of an inventory of the pertinent potential contaminant sources within the approved drinking water supply management area (DWSMA) and develop a management plan addressing potential contaminant sources and associated reporting requirements in order to meet the wellhead protection rule requirements for wellhead protection (MR, parts 4720.5100 to 4720.5590).

The first part of a wellhead plan (WHP) including delineation of the wellhead protection area and vulnerability assessments of the wells and underlying geology has been completed and approved by the Minnesota Department of Health (MDH). The next step is assisting the City of Madison by writing what is commonly called a "Part 2 Wellhead Protection Plan" for a moderately vulnerable geologic setting.

### **Wellhead Protection Management Plan Content**

This proposal to complete the 'rest of the wellhead protection plan' will comply with all requirements listed in the Request for Proposals (RFP) and MR part 4720.5100 to 4720.5590.

1. **Required Data Elements and Assessment.** The WHP plan will include gathering and assessing data elements as stated in the MDH's Second Scoping Decision Notice (dated Nov. 5, 2019). The following is a brief summary of the data elements:
  - Physical Environment;
  - Land Use;
  - Water Quantity (surface and groundwater);
  - Water Quality (surface and groundwater);
  - Identification and Assessment of the Impact of Changes to land and water resources in the DWSMA and
  - Identify Issues, Problems and Opportunities related to the aquifer used by the city, city wells and the DWSMA, including the following:
    - A detailed search of data bases for known potential contaminant sources and wells within the DWSMA. Completion of a potential contaminant source inventory (PCSI) for the DWSMA;
    - Working with the City of Madison to verify the accuracy of the PCSI, and
    - Provide tabular data and maps of the completed PCSI in MDH-acceptable electronic and paper formats including county land parcel data.

2. Develop Goals, Objectives and a Plan of Action. The WHP plan will include the establishment of goals, objectives and measures to protect the public water supply wells from contamination including the following factors:
  - The plan must address issues and problems identified;
  - The quantity and location of potential contaminants in relation to the city wells;
  - The ability of the local geology to absorb or mitigate a contaminant.
  - What official controls are in place to effectively address issues or problems identified;
  - When action items are to be implemented;
  - What resources will be needed to implement the plan and who will be responsible for implementing each measure, and
  - Identify any proposed changes to well construction, maintenance and water use.
3. Create an evaluation strategy to determine the effectiveness of the action plan's protection measures.
4. Development of a contingency strategy to utilize when an alternative water supply is needed.

### **Local Review and Public Hearing**

Final steps will include local governmental review of the draft WHP plan, conducting a public hearing on the draft plan and submittal of final draft to the MDH for approval. The Water Resource Planner will assist in developing the necessary public announcements and attend the public hearing if requested.

### **PCSI and WHP Management Reporting/Deliverables**

1. Draft WHP Report A draft report will be prepared and submitted to MDH to satisfy the wellhead protection reporting requirements for a PCSI of the DWSMA and WHP plan. Sufficient documentation will be provided to meet wellhead protection rule requirements for: (a) the content of a wellhead protection plan, and (b) procedures for wellhead protection plan development and review. An MDH-developed template will be used that will address all work tasks and documentation as described in the RFP.
2. Final Report The draft WHP plan will be revised as needed to address comments made during the WHP plan review process.
3. Copies Copies of the draft WHP plan will be created in the format and number stated in the RFP for the local government review and state review.

### **Meetings**

This proposal includes costs for a minimum of five (5) 'on site' meetings. As the WHP plan development process progresses and upon discussion between the city and consultant, the number of meetings (and related cost) may be reduced if agreed to by the city.

Timeline The MDH Scoping 2 documents dated November 2, 2019 states that the City of Madison has until October 31, 2021 to complete the WHP plan. The following time line provides an estimated timeline to conduct WHP meetings to complete the planning process. Each item with an asterisk is to be considered an 'onsite' meeting with the Madison wellhead protection team. Other meetings may be conducted via telephone or email communications if deemed beneficial.

1. Feb 2020\*
  - a) Discuss MDH scoping 2 documents, data elements and assessments.
  - b) Review PCSI requirements and preliminary PCSI map.
2. July/August 2020\*
  - a) Review draft PCSI and discuss risk assessment of the potential contaminants to public water supply. Revise PCSI as needed.
  - b) Discuss impacts of changes expected to land and water resources inside or near the DWSMA.
  - c) Discuss issues, problems and opportunities.
3. October 2020\*
  - a) Review draft plan completed to date.
  - b) Discuss goals, objectives and management strategies.
  - c) Begin development of management strategies for wellhead protection.
4. Jan 2021\*
  - a) Review draft management strategies.
  - b) Develop an evaluation strategy for determination of plan effectiveness.
  - c) Discuss contingency strategy.
5. Mar 2021\*
  - a) Review draft plan for local governmental unit (LGU) review.
  - b) Set dates for LGU review. Set tentative date for public hearing.
  - c) Submit final draft to local units of government to begin required 60 day review.
6. May/June 2021
  - a) Conduct public hearing at a Madison City Council meeting.
  - b) Submit final WHP plan draft to MDH to begin 90 day MDH review/approval process.

### **Other**

It is the intent of the Project Planner to promote local ownership of the plan with considerable local input, review and discussion utilizing the City of Madison's appointed Wellhead Protection Planning Team. The plan development process will occur over a period of approximately fifteen (15) to eighteen (18) months, or less, in order to adequately meet the requirements of the MDH and to provide a plan that is appropriate for the City of Madison. It will be imperative for City of Madison to be an active participant in the plan development process. City responsibilities include:

1. Assign/appoint Wellhead Protection (WHP) Team to work with Consultant for development of this project.
2. Provide WHP Team with technical assistance (internal data) as appropriate.
3. Act as liaison with local or state agencies as may be needed from time to time.
4. Provide meeting space for WHP Team.
5. Work with Consultant to prepare meeting agendas.
6. Send draft WHP Plan to local governmental units (LGU's) for 60 day local review.
7. Conduct public hearing following LGU review.
8. Submit final draft plan to Minnesota Department of Health.

### **Fee Proposal**

1. Professional service fee to the City of Madison for project described above is \$5,275 and is not to exceed that amount unless authorized by City of Madison.
2. If City Of Madison accepts this proposal, a copy will be signed by authorized person representing City of Madison and sent to the Consultant.
3. Initial payment in the amount of \$1,325 will be required immediately following the signing of the contract by City of Madison. Upon submittal of draft WHP to LGUs, payment will be made in the amount of \$3,450. Final payment of balance, \$500, will occur upon approval of final plan by Minnesota Department of Health.
4. Any services and related charges as requested by the Consultant or City of Madison that results in exceeding the \$5,275 as stated in item 1 above must be approved by City of Madison prior to providing such services.

Proposer:

Accepted by:

\_\_\_\_\_  
Terry L. Bovee, Project Planner

\_\_\_\_\_  
Representative of the City of Madison

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

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

### **Water Resource Planner Qualifications for Terry Bovee**

- Bachelor of Science – Soil Science, University of Minnesota 1976.
- Employed by University of Minnesota, Minnesota Agricultural Extension Service as a soil scientist 1977-1989.
- Employed by Le Sueur County as Zoning Administrator 1989-1998.
- Employed by Minnesota Department of Health (MDH) as Source Water Protection Planner in the Drinking Water Protection program 1998-2014; Retired from MDH in 2014.
- Since 2014, completed WHP plans for the cities of Windom, North Mankato, Lake Crystal, Truman, Nicollet, Good Thunder, Austin and Lincoln-Pipestone Rural Water. Currently nearing completion of Cokato and Waverly WHP plans and working with the City of Balaton and Red Rock Rural Water to amend their WHP plans.



## SCHEDULED CLAIMS LIST

UP CK# 59069-59090

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE								
293 BOUND TREE MEDICAL LLC								
83439215	1	12/27/19	12/27/19	AMB-SUPPLIES	69.03	201	201-44100-217	1
				INVOICE TOTAL	69.03			
				VENDOR TOTAL	69.03			
510 CITY OF MADISON								
122719	1	12/27/19	12/27/19	UTIL DEPOSIT REF-M ROSAS	150.00	604	604-22000	1
	2			UTIL INT REF-M ROSAS	.85	604	604-49590-602	1
				INVOICE TOTAL	150.85			
				VENDOR TOTAL	150.85			
3666 CROATT DAN & DAWN								
122719	1	12/27/19	12/27/19	UNALL-SNOWFENCE 3.50/BUSHEL X 150 BUSHEL	525.00	101	101-49250-409	1
				INVOICE TOTAL	525.00			
				VENDOR TOTAL	525.00			
3439 DOLLAR GENERAL-REGIONS 410526								
1000920399	1	12/27/19	12/27/19	COUNCIL-BATTERIES	12.95	101	101-41110-201	1
				INVOICE TOTAL	12.95			
				VENDOR TOTAL	12.95			
3331 EHLERS & ASSOCIATES, INC								
82228	1	12/27/19	12/27/19	ELEC-FMP UPDATES 2019	1,862.00	604	604-49590-409	1
	2			WT-FMP UPDATES 2019	465.50	601	601-49440-409	1
	3			SEW-FMP UPDATES 2019	465.50	602	602-49470-409	1
	4			GENERAL-FMP UPDATES 2019	1,862.00	101	101-41320-409	1
				INVOICE TOTAL	4,655.00			
				VENDOR TOTAL	4,655.00			
3638 KAY FERNHOLZ, SSND								
122719	1	12/27/19	12/27/19	C&R-ARTS COUNCIL-STORY BOARD	371.70	420	420-45020-409	1
				INVOICE TOTAL	371.70			
				VENDOR TOTAL	371.70			
3467 FRONTIER COMMUNICATIONS								
122719	1	12/27/19	12/27/19	WT PLANT ALARM-DUE 1/6/20	44.43	601	601-49400-321	1
	2			SK RINK-PHONE/B BAND-1/6/20	163.76	101	101-45127-321	1
	3			WMT-P-ALARM-1/6/20	44.20	602	602-49450-321	1
	4			ADMIN-PHONE 1/6/20	167.86	101	101-41320-321	1
	5			LIB-PHONE	104.85	101	101-45500-321	1
	6			SEW-PHONE 1/6/20	20.97	602	602-49450-321	1
	7			ELEC-PHONE 1/6/20	20.97	604	604-49570-321	1
	8			STR-PHONE 1/6/20	41.94	101	101-43100-321	1
	9			LIQ-PHONE 1/6/20	41.94	609	609-49750-321	1
	10			WT-PHONE 1/6/20	20.97	601	601-49400-321	1
	11			FIRE-PHONE 1/6/20	41.94	101	101-42200-321	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
	12			LIB-FAX/ELEV PHONE 1/6/20	67.80	101		101-45500-321	1
	13			PAC-PHONE 1/6/20	33.90	101		101-45180-321	1
	14			PUBLIC WORKS-PHONE 1/6/20	16.95	604		604-49570-321	1
	15			STR-PHONE 1/6/20	16.95	101		101-43100-321	1
				INVOICE TOTAL	849.43				
				VENDOR TOTAL	849.43				
122719				3455 H&L MESABI					
	1	12/27/19	12/27/19	STR-CUTTING EDGE PLOW TRUCK/GR	2,846.30	101		101-43100-404	1
				INVOICE TOTAL	2,846.30				
				VENDOR TOTAL	2,846.30				
122719				3244 VAL HALVORSON					
	1	12/27/19	12/27/19	ADMIN-MILEAGE REIMB-52MILES	15.08	101		101-41320-331	1
	2			ADMIN-MILEAGE REIMB-52MILES	15.08	101		101-41320-331	1
				INVOICE TOTAL	30.16				
				VENDOR TOTAL	30.16				
P23414				1550 MACQUEEN EQUIP. INC.					
	1	12/27/19	12/27/19	STR-SWEEPER BROOM	551.05	101		101-43100-404	1
				INVOICE TOTAL	551.05				
				VENDOR TOTAL	551.05				
122719				3340 MADISON AUTO PARTS					
	1	12/27/19	12/27/19	CONTI-18/19 ASPHALT DAMAGE	8,000.00	101		101-49200-495	1
				INVOICE TOTAL	8,000.00				
				VENDOR TOTAL	8,000.00				
2042423				3481 MIDWEST MACHINERY CO					
	1	12/27/19	12/27/19	STR-ELEC CONNECTORS PLOW TRUCK	7.95	101		101-43100-404	1
				INVOICE TOTAL	7.95				
2044619				STR-BOLTS FOR PLOW					
	1	12/27/19	12/27/19	STR-BOLTS FOR PLOW	7.38	101		101-43100-404	1
				INVOICE TOTAL	7.38				
2051839				STR-SHAFT KEY					
	1	12/27/19	12/27/19	STR-SHAFT KEY	3.21	101		101-43100-404	1
				INVOICE TOTAL	3.21				
				VENDOR TOTAL	18.54				
122719A				1865 MN ENERGY RESOURCES					
	1	12/27/19	12/27/19	POOL-NAT GAS 12/19	50.00	101		101-45124-380	1
				INVOICE TOTAL	50.00				
122719B				WT-NAT GAS 12/19					
	1	12/27/19	12/27/19	WT-NAT GAS 12/19	805.57	601		601-49400-380	1
				INVOICE TOTAL	805.57				
122719C				FIRE-NAT GAS 12/19					
	1	12/27/19	12/27/19	FIRE-NAT GAS 12/19	156.01	101		101-42200-380	1
				INVOICE TOTAL	156.01				

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
122719D	1	12/27/19	12/27/19	FIRE-NAT GAS 12/19	189.63	101		101-42200-380	1
				INVOICE TOTAL	189.63				
122719E	1	12/27/19	12/27/19	LIQ-NAT GAS 12/19	168.57	609		609-49750-380	1
				INVOICE TOTAL	168.57				
122719F	1	12/27/19	12/27/19	STR-NAT GAS 12/19	477.52	101		101-43100-380	1
	2			ELEC-NAT GAS 12/19	477.53	604		604-49570-380	1
				INVOICE TOTAL	955.05				
122719G	1	12/27/19	12/27/19	CTY HALL-NAT GAS 12/19	567.41	101		101-41940-380	1
				INVOICE TOTAL	567.41				
122719H	1	12/27/19	12/27/19	PR ARTS-NAT GAS 12/19	566.69	101		101-45180-380	1
				INVOICE TOTAL	566.69				
				VENDOR TOTAL	3,458.93				
				1920 MN VALLEY REC					
7780	1	12/27/19	12/27/19	SEW-UTILITY EXPENSE	517.70	604		604-49570-404	1
				INVOICE TOTAL	517.70				
				VENDOR TOTAL	517.70				
				1541 MVTI LABORATORIES INC					
1009932	1	12/27/19	12/27/19	WT-REGULAR TESTING	19.40	601		601-49400-409	1
	2			SEW-REGULAR TESTING	243.00	602		602-49450-409	1
				INVOICE TOTAL	262.40				
				VENDOR TOTAL	262.40				
				2095 OLSON SANITATION INC.					
122719	1	12/27/19	12/27/19	SANIT-TIPPING FEE 12/19	5,093.88	603		603-49500-384	1
	2			SANIT-HAULING FEE 12/19	9,447.30	603		603-49500-409	1
				INVOICE TOTAL	14,541.18				
				VENDOR TOTAL	14,541.18				
				2240 PIONEERLAND LIBRARY SYS.					
122719	1	12/27/19	12/27/19	LIB-DVD'S	1,797.63	101		101-45500-380	1
				INVOICE TOTAL	1,797.63				
				VENDOR TOTAL	1,797.63				
				2291 PRAIRIE FIVE COMMUNITY AC					
122719	1	12/27/19	12/27/19	APPRO-2019 BUS OPERATING EXP	7,000.00	101		101-46600-491	1
	2			APPRO-PR 5 BUS CAPITAL SHARE	3,388.73	101		101-46600-491	1
				INVOICE TOTAL	10,388.73				
				VENDOR TOTAL	10,388.73				
				2670 GREG THOLE ELECTRIC, INC					
3655	1	12/27/19	12/27/19	CTY HALL-BREAKROOM REPAIR	593.67	101		101-41940-409	1
				INVOICE TOTAL	593.67				

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					593.67		
3022 DANIEL TUCKETT, SR.							
122719	1	12/27/19	12/27/19	ADMIN-FOLD/STUFF ENV 12/19	150.00	101 101-41320-202	1
INVOICE TOTAL					150.00		
VENDOR TOTAL					150.00		
2803 UPPER MN VALLEY RDC							
21	1	12/27/19	12/27/19	C&R-ARTS COUNCIL-RDC SERV	1,144.94	420 420-45020-409	1
INVOICE TOTAL					1,144.94		
VENDOR TOTAL					1,144.94		
BANK 1 - KLEIN/UNITED PR TOTAL					50,935.19		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					50,935.19		
GRAND TOTALS					50,935.19		

## SCHEDULED CLAIMS LIST

UP CK # 59096-59102

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
510 CITY OF MADISON							
123119**	1	12/31/19	12/31/19	ADMIN-OFFICE STAMPS	55.00	101 101-41320-322	1
	2			WT-POSTAGE-FLOURIDE SAMPLE	7.35	601 601-49400-409	1
	3			ADMIN-MCFOA REG MTG	15.98	101 101-41320-331	1
	4			WT-POSTAGE	11.50	601 601-49400-409	1
	5			WT-POSTAGE-FLOURIDE SAMPLE	7.35	601 601-49400-409	1
	6			COUNCIL-EMPLY RECOG	40.00	101 101-41110-390	1
	7			STR-POSTAGE-CINTAS	6.85	101 101-43100-209	1
				INVOICE TOTAL	144.03		
123119A	1	12/31/19	12/31/19	9TH ST LIFT PUMP-UTIL 12/19	42.50	602 602-49460-380	1
				INVOICE TOTAL	42.50		
123119AA	1	12/31/19	12/31/19	STR LIGHTING-UTIL 12/19	2,085.48	101 101-43100-381	1
				INVOICE TOTAL	2,085.48		
123119B	1	12/31/19	12/31/19	AMB GARAGE-UTIL 12/19	124.75	201 201-44100-380	1
				INVOICE TOTAL	124.75		
123119BB	1	12/31/19	12/31/19	UNAPPR STRM SEW-UTIL 12/19	103.63	101 101-49250-380	1
				INVOICE TOTAL	103.63		
123119C	1	12/31/19	12/31/19	AVE OF FLAGS-UTIL 12/19	36.53	101 101-45200-380	1
				INVOICE TOTAL	36.53		
123119CC	1	12/31/19	12/31/19	SEW PLANT-UTIL 12/19	146.11	602 602-49450-380	1
				INVOICE TOTAL	146.11		
123119D	1	12/31/19	12/31/19	BLOCK 48-UTIL 12/19	10.66	101 101-49250-380	1
				INVOICE TOTAL	10.66		
123119DD	1	12/31/19	12/31/19	WT TOWER-UTIL 12/19	186.42	601 601-49430-380	1
				INVOICE TOTAL	186.42		
123119E	1	12/31/19	12/31/19	BLOCK 48-UTIL 12/19	10.66	101 101-49250-380	1
				INVOICE TOTAL	10.66		
123119EE	1	12/31/19	12/31/19	WT TREAT PLANT-UTIL 12/19	2,065.96	601 601-49400-380	1
				INVOICE TOTAL	2,065.96		
123119F	1	12/31/19	12/31/19	BLOCK 48-UTIL 12/19	12.31	101 101-49250-380	1
				INVOICE TOTAL	12.31		
123119FF	1	12/31/19	12/31/19	WEST SUB FIRE-UTIL 12/19	39.49	604 604-49570-380	1
				INVOICE TOTAL	39.49		
123119G	1	12/31/19	12/31/19	CTY GARAGE-UTIL 12/19	35.12	101 101-43100-380	1
				INVOICE TOTAL	35.12		
123119H	1	12/31/19	12/31/19	CTY HALL-UTIL 12/19	1,048.90	101 101-41940-380	1
				INVOICE TOTAL	1,048.90		
123119I	1	12/31/19	12/31/19	FAIRWAY VIEW LIFT-UTIL 12/19	34.06	602 602-49460-380	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
				INVOICE TOTAL	34.06			
123119J	1	12/31/19	12/31/19	FIRE HALL-UTIL 12/19	420.77	101	101-42200-380	1
				INVOICE TOTAL	420.77			
123119K	1	12/31/19	12/31/19	FIRE HYDRANTS-UTIL 12/19	269.00	101	101-42200-380	1
				INVOICE TOTAL	269.00			
123119L	1	12/31/19	12/31/19	GRAND THEATER PARK-UTIL 12/19	10.66	101	101-45200-380	1
				INVOICE TOTAL	10.66			
123119M	1	12/31/19	12/31/19	HWY 40 DET PONE-UTIL 12/19	14.00	605	605-49600-380	1
				INVOICE TOTAL	14.00			
123119N	1	12/31/19	12/31/19	HWY 40 WELLHOUSE-UTIL 12/19	14.00	601	601-49400-380	1
				INVOICE TOTAL	14.00			
123119O	1	12/31/19	12/31/19	SK RINK-UTIL 12/19	247.87	101	101-45127-380	1
				INVOICE TOTAL	247.87			
123119P	1	12/31/19	12/31/19	JF JACOBSON RESTROOM-UTIL12/19	370.75	101	101-45200-380	1
				INVOICE TOTAL	370.75			
123119Q	1	12/31/19	12/31/19	JOCOBSON PARK-UTIL 12/19	132.03	101	101-45200-380	1
				INVOICE TOTAL	132.03			
123119R	1	12/31/19	12/31/19	LIQ - UTIL 12/19	625.13	609	609-49750-380	1
				INVOICE TOTAL	625.13			
123119S	1	12/31/19	12/31/19	MEMORIAL FIELD-UTIL 12/19	100.79	101	101-45200-380	1
				INVOICE TOTAL	100.79			
123119T	1	12/31/19	12/31/19	LIB-UTIL 12/19	293.06	101	101-45500-380	1
				INVOICE TOTAL	293.06			
123119U	1	12/31/19	12/31/19	MAIN STR GARBAGE-UTIL 12/19	72.19	101	101-43100-380	1
				INVOICE TOTAL	72.19			
123119V	1	12/31/19	12/31/19	PR ARTS-UTIL 12/19	215.17	101	101-45180-380	1
				INVOICE TOTAL	215.17			
123119W	1	12/31/19	12/31/19	PUB WORKS-UTIL 12/19	140.56	101	101-43100-380	1
	2			PUB WORKS-UTIL 12/19	140.56	604	604-49570-380	1
				INVOICE TOTAL	281.12			
123119X	1	12/31/19	12/31/19	REC FIELD-UTIL 12/19	219.10	101	101-45200-380	1
				INVOICE TOTAL	219.10			
123119Y	1	12/31/19	12/31/19	SLEN POOL/SHELTER-UTIL 12/19	652.55	101	101-45124-380	1
				INVOICE TOTAL	652.55			
123119Z	1	12/31/19	12/31/19	TENNIS COURTS-UTIL 12/19	18.93	101	101-45200-380	1
				INVOICE TOTAL	18.93			

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					10,083.73		
123119	1	12/31/19	12/31/19	3531 CULLIGAN CTY HALL-SOFTENER SALT	55.00	101 101-41940-219	1
INVOICE TOTAL					55.00		
VENDOR TOTAL					55.00		
123119	1	12/31/19	12/31/19	3467 FRONTIER COMMUNICATIONS ADMIN-FIRE ALARM 1/17/20	53.24	101 101-41320-321	1
INVOICE TOTAL					53.24		
VENDOR TOTAL					53.24		
123119	1	12/31/19	12/31/19	1865 MN ENERGY RESOURCES AMB-NAT GAS 12/19	200.40	201 201-44100-380	1
INVOICE TOTAL					200.40		
123119A	1	12/31/19	12/31/19	LIB-NAT GAS 12/19	226.02	101 101-45500-380	1
INVOICE TOTAL					226.02		
VENDOR TOTAL					426.42		
BANK 1 - KLEIN/UNITED PR TOTAL					10,618.39		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					10,618.39		
GRAND TOTALS					10,618.39		

**SCHEDULED CLAIMS LIST**

UPCK # 59103-59147

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
110 ARCTIC GLACIER USA, INC							
010920	1	1/09/20	1/09/20	LIQ-ICE EXPENSE	58.14	609 609-49750-251	1
				INVOICE TOTAL	58.14		
				VENDOR TOTAL	58.14		
172 BELLBOY CORPORATION							
010920	1	1/09/20	1/09/20	LIQ-LIQUOR EXPENSE	285.30	609 609-49750-251	1
				INVOICE TOTAL	285.30		
				VENDOR TOTAL	285.30		
190 BEVERAGE WHOLESALERS							
010920	1	1/09/20	1/09/20	LIQ-LIQUOR EXPENSE	2,800.16	609 609-49750-251	1
				INVOICE TOTAL	2,800.16		
				VENDOR TOTAL	2,800.16		
266 BOND TRUST SERVICES							
329082	1	1/09/20	1/09/20	2016 GO REF ST SEW PRINCIPLE	94,800.00	353 353-47000-601	1
	2			2016 GO REF ST SEW INTEREST	11,420.44	353 353-47000-602	1
	3			2016 GO REF WT PRINCIPLE	25,200.00	353 353-47000-604	1
	4			2016 GO REF WT INTEREST	3,035.81	353 353-47000-605	1
				INVOICE TOTAL	134,456.25		
				VENDOR TOTAL	134,456.25		
270 BORDER STATES ELECTRIC SU							
919146884	1	1/09/20	1/09/20	ELEC-METER	979.48	604 604-49570-227	1
				INVOICE TOTAL	979.48		
				VENDOR TOTAL	979.48		
408 C EMERY NELSON INC							
35052	1	1/09/20	1/09/20	WT-ONSITE SERVICE RO CLEAN	2,393.37	601 601-49400-404	1
				INVOICE TOTAL	2,393.37		
35080							
35080	1	1/09/20	1/09/20	WT-HYTREX FILTER	238.89	601 601-49400-238	1
				INVOICE TOTAL	238.89		
35085							
35085	1	1/09/20	1/09/20	WT-SIGNET FLOW SENSOR/CABLE	531.84	601 601-49400-404	1
				INVOICE TOTAL	531.84		
				VENDOR TOTAL	3,164.10		
3671 COMM & ECONOMIC DEVELOPMENT AS							
010920	1	1/09/20	1/09/20	EDA-1ST QTR 2020	3,125.00	211 211-46500-409	1
				INVOICE TOTAL	3,125.00		
				VENDOR TOTAL	3,125.00		
480 CHAMBER OF COMMERCE							
010920	1	1/09/20	1/09/20	LIQ-CHAMBER DUES	235.00	609 609-49750-433	1



SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
	2			LIQ-SILVER \$ DAYS DUES	156.00	609	609-49750-433	2
				INVOICE TOTAL	391.00			
				VENDOR TOTAL	391.00			
010920	1	1/09/20	1/09/20	510 CITY OF MADISON GEN-SEALCOAT LOAN PRINCIPLE	30,027.32	101	101-21200	1
	2			GEN-SEALCOAT LOAN INTEREST	2,813.12	101	101-43100-613	1
				INVOICE TOTAL	32,840.44			
				VENDOR TOTAL	32,840.44			
010920	1	1/09/20	1/09/20	3381 COCA-COLA BOTTLING LIQ-POP EXPENSE	131.25	609	609-49750-251	1
				INVOICE TOTAL	131.25			
				VENDOR TOTAL	131.25			
6501	1	1/09/20	1/09/20	3465 EXPERT T BILLING, INC AMB-AMBULANCE BILLING EXP12/19	493.00	201	201-44100-320	1
				INVOICE TOTAL	493.00			
				VENDOR TOTAL	493.00			
010920	1	1/09/20	1/09/20	766 FARMERS MUTUAL TELEPHONE ADMIN-INTERNET 1/20	109.95	101	101-41320-323	1
	2			FIRE-INTERNET 1/20	71.95	101	101-42200-323	1
	3			GRAND-INTERNET 1/20	71.95	101	101-45181-323	1
	4			AMB-INTERNET 1/20	71.95	201	201-44100-323	1
	5			WT-INTERNET 1/20	71.95	601	601-49400-323	1
	6			SEW-INTERNET 1/20	71.95	602	602-49450-323	1
	7			ELEC-INTERNET 1/20	71.95	604	604-49570-323	1
	8			LIQ-INTERNET 1/20	71.95	609	609-49750-323	1
	9			ADMIN-INTERNET 1/20	15.00	101	101-41320-323	1
	10			GRAND-INTERNET 1/20	15.00	101	101-45181-323	1
				INVOICE TOTAL	643.60			
				VENDOR TOTAL	643.60			
010920	1	1/09/20	1/09/20	2112 GOPHER STATE ONE CALL WT-DIGGING CALLS	.90	601	601-49400-409	1
	2			SEW-DIGGING CALLS	.90	602	602-49450-409	1
	3			ELEC-DIGGING CALLS	.90	604	604-49570-409	1
				INVOICE TOTAL	2.70			
				VENDOR TOTAL	2.70			
010920	1	1/09/20	1/09/20	3244 VAL HALVORSON ADMIN-CELL PHONE REIMB	58.73	101	101-41320-325	1
				INVOICE TOTAL	58.73			
				VENDOR TOTAL	58.73			
				968 HAWKINS INC.				

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
968 HAWKINS INC.							
4609533	1	1/09/20	1/09/20	WT-CHLORINE	755.75	601 601-49400-236	1
	2			WT-PHOSPHATE	33.35	601 601-49400-234	1
	3			WT-POTASIU	1,189.23	601 601-49400-231	1
	4			WT-TREATMENT CHEMICALS	1,210.29	601 601-49400-230	1
				INVOICE TOTAL	3,188.62		
4636868							
	1	1/09/20	1/09/20	WT-AQUA HAWK	1,355.37	601 601-49400-232	1
	2			WT-PHOSPHATE	927.16	601 601-49400-234	1
	3			WT-CHLORINE	168.26	601 601-49400-236	1
	4			WT-POTASIU	2,677.16	601 601-49400-231	1
	5			WT-WT TREATMENT CHEMICALS	939.29	601 601-49400-230	1
				INVOICE TOTAL	6,067.24		
				VENDOR TOTAL	9,255.86		
50-2844706							
	1	1/09/20	1/09/20	3458 INNOVATIVE OFFICE SOLUTIONS LL ADMIN-OFFICE SUPPLIES/BINDERS	70.56	101 101-41320-201	1
				INVOICE TOTAL	70.56		
				VENDOR TOTAL	70.56		
010920							
	1	1/09/20	1/09/20	1160 JOHNSON BROS-ST.PAUL LIQ-LIQUOR EXPENSE	1,141.59	609 609-49750-251	1
				INVOICE TOTAL	1,141.59		
				VENDOR TOTAL	1,141.59		
010920							
	1	1/09/20	1/09/20	3672 KARIN ANDERSON GRANT WRITING FIRE-GRANT WRITING	1,000.00	101 101-42200-221	1
				INVOICE TOTAL	1,000.00		
				VENDOR TOTAL	1,000.00		
010920							
	1	1/09/20	1/09/20	3036 LQP BROADCASTING COMPANY, INC C & R -ARTS COUNC-ADVERTISING	110.00	420 420-45020-409	1
				INVOICE TOTAL	110.00		
				VENDOR TOTAL	110.00		
010920							
	1	1/09/20	1/09/20	1326 LQP CO-OP OIL STR-FUEL EXPENSE	1,607.87	101 101-43100-212	1
	2			WT-FUEL EXPENSE	131.50	601 601-49400-212	1
	3			SEW-FUEL EXPENSE	45.19	602 602-49450-212	1
	4			ELEC-FUEL EXPENSE	153.72	604 604-49570-212	1
				INVOICE TOTAL	1,938.28		
010920A							
	1	1/09/20	1/09/20	AMB-FUEL EXPENSE	458.54	201 201-44100-212	1
				INVOICE TOTAL	458.54		
010920B							
	1	1/09/20	1/09/20	FUEL EXPENSE	97.81	101 101-42200-212	1
				INVOICE TOTAL	97.81		
				VENDOR TOTAL	2,494.63		

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
3340 MADISON AUTO PARTS								
263770	1	1/09/20	1/09/20	STR-ORINGS/DEICER	16.98	101	101-43100-215	1
				INVOICE TOTAL	16.98			
263861								
263861	1	1/09/20	1/09/20	STR-HOSE FITTINGS/HOSE/SEALANT	65.00	101	101-43100-404	1
				INVOICE TOTAL	65.00			
263966								
263966	1	1/09/20	1/09/20	STR-CUT OFF WHEEL	24.99	101	101-43100-215	1
				INVOICE TOTAL	24.99			
263987								
263987	1	1/09/20	1/09/20	STR-NUTS/BOLTS	29.28	101	101-43100-404	1
				INVOICE TOTAL	29.28			
264000								
264000	1	1/09/20	1/09/20	STR-NUTS/BOLTS	.68	101	101-43100-404	1
				INVOICE TOTAL	.68			
264209								
264209	1	1/09/20	1/09/20	STR-ORINGS/SHOP TOWELS	11.94	101	101-43100-209	1
	2			STR-ORINGS/SHOP TOWELS	.78	101	101-43100-404	1
				INVOICE TOTAL	12.72			
264247								
264247	1	1/09/20	1/09/20	STR-DOOR ACTUATOR	44.49	101	101-43100-404	1
				INVOICE TOTAL	44.49			
				VENDOR TOTAL	194.14			
1560 MADISON BOTTLING CO.								
010920	1	1/09/20	1/09/20	LIQ-BEER EXPENSE	5,673.75	609	609-49750-251	1
				INVOICE TOTAL	5,673.75			
				VENDOR TOTAL	5,673.75			
3341 MADISON HARDWARE HANK								
010920	1	1/09/20	1/09/20	STR-NUTS/SCREWS	2.36	101	101-43100-221	1
	2			CTY HALL-SCRAPER	15.99	101	101-41940-240	1
	3			SEW-KEY	1.99	602	602-49450-223	1
	4			SEW-SNOW SHOVEL	39.99	602	602-49450-240	1
	5			WT-WEATHER SEAL	4.49	601	601-49400-223	1
	6			STR-SCRAPER	4.49	101	101-43100-240	1
	7			ELEC-EXTENSION CORD	4.99	604	604-49570-215	1
	8			AMB-SOFTENER SALT	10.99	201	201-44100-210	1
	9			ELEC-OUTLETS	35.98	604	604-49570-215	1
	10			CTY HALL-GARBAGE BAGS	25.98	101	101-41940-219	1
	11			CTY HALL-BLEACH/BRUSH	7.49	101	101-41940-219	1
	12			LIB-GARBAGE BAGS	10.99	101	101-45500-210	1
	13			STR-TRASH CAN	14.99	101	101-43100-215	1
	14			CTY HALL-CHRISTMAS LIGHTS	10.58	101	101-41940-219	1
	15			ELEC-BATTERIES	26.97	604	604-49570-219	1
	16			CTY HALL-PAINT CUP	4.49	101	101-41940-219	1
				INVOICE TOTAL	222.76			
				VENDOR TOTAL	222.76			
1623 MADISON WELDING & REPAIR, INC								
35064/35208	1	1/09/20	1/09/20	FIRE-REPLACE PIPE FITTINGS	317.51	101	101-42200-221	1

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL	ACCOUNT	CK SQ
				INVOICE TOTAL	317.51				
35130	1	1/09/20	1/09/20	STR-BOTTOM SKIS-BOBCAT	17.19	101		101-43100-404	1
				INVOICE TOTAL	17.19				
35133	1	1/09/20	1/09/20	STR-BOTTOM PLATE FOR BOBCAT	46.53	101		101-43100-404	1
				INVOICE TOTAL	46.53				
35142	1	1/09/20	1/09/20	STR-CURB GUARD FOR FRONT PLOW	12.07	101		101-43100-404	1
				INVOICE TOTAL	12.07				
35212	1	1/09/20	1/09/20	STR-FLAT	25.92	101		101-43100-404	1
				INVOICE TOTAL	25.92				
				VENDOR TOTAL	419.22				
010920	1	1/09/20	1/09/20	1530 MARTIN TRUCKING LLC LIQ-FREIGHT EXPENSE	315.00	609		609-49750-258	1
				INVOICE TOTAL	315.00				
				VENDOR TOTAL	315.00				
0682521-IN	1	1/09/20	1/09/20	3505 MID-AMERICAN RESEARCH CHEMICAL PARKS-WEED KILLER	389.44	101		101-45200-406	1
				INVOICE TOTAL	389.44				
				VENDOR TOTAL	389.44				
065989	1	1/09/20	1/09/20	3481 MIDWEST MACHINERY CO FIRE-TUBE	10.73	101		101-42200-221	1
				INVOICE TOTAL	10.73				
				VENDOR TOTAL	10.73				
010920	1	1/09/20	1/09/20	1927 MINNESOTA ELEVATOR INC CTY HALL-ELEV CK-JAN-MAR'20	182.00	101		101-41940-404	1
				INVOICE TOTAL	182.00				
36465	1	1/09/20	1/09/20	LIB-ELEV CK-JAN-MAR'20	180.25	101		101-45500-404	1
				INVOICE TOTAL	180.25				
				VENDOR TOTAL	362.25				
010920	1	1/09/20	1/09/20	1865 MN ENERGY RESOURCES SEW-NAT GAS 12/19	358.28	602		602-49450-380	1
				INVOICE TOTAL	358.28				
				VENDOR TOTAL	358.28				
010920	1	1/09/20	1/09/20	1918 MN WEST COMMUNITY & TECHNICAL FIRE-REGISTRATION/OSHA OVERVIEW -AARON BREHMER	1,370.00	101		101-42200-180	1
				INVOICE TOTAL	1,370.00				

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					1,370.00		
1181	1	1/09/20	1/09/20	3236 MTECH SERV & REPAIR LLC STR-ANNUAL TRUCK INSPECTIONS	410.00	101 101-43100-409	1
INVOICE TOTAL					410.00		
VENDOR TOTAL					410.00		
1010452	1	1/09/20	1/09/20	1541 MVTL LABORATORIES INC WT-REGULAR TESTING	16.50	601 601-49400-409	1
INVOICE TOTAL					16.50		
1011504	1	1/09/20	1/09/20	WT-REGULAR TESTING	19.40	601 601-49400-409	1
	2			SEW-REGULAR TESTING	179.00	602 602-49450-409	1
INVOICE TOTAL					198.40		
1012001	1	1/09/20	1/09/20	SEW-REGULAR TESTING	131.20	602 602-49450-409	1
INVOICE TOTAL					131.20		
VENDOR TOTAL					346.10		
466035-0	1	1/09/20	1/09/20	2072 NORTHERN BUSINESS PRODUCT STR-WALL CALENDAR	5.19	101 101-43100-201	1
INVOICE TOTAL					5.19		
VENDOR TOTAL					5.19		
010920	1	1/09/20	1/09/20	2074 NORTHLAND TRUST SERVICES, EAST-BOND PRICIPLE	80,000.00	614 614-46330-601	1
	2			EAST-BOND INTEREST	3,400.00	614 614-46330-602	1
	3			EAST-PAY AGENT FEE	495.00	614 614-46330-620	1
INVOICE TOTAL					83,895.00		
VENDOR TOTAL					83,895.00		
20002	1	1/09/20	1/09/20	3610 BLAIN JOHNSON PUB SAFETY-EMERG PRO 1/20	400.00	101 101-44140-409	1
INVOICE TOTAL					400.00		
VENDOR TOTAL					400.00		
010920	1	1/09/20	1/09/20	2252 PITNEY BOWES RESERVE ACCO ADMIN-POSTAGE-(ACCT#36491520)	1,500.00	101 101-41320-322	1
INVOICE TOTAL					1,500.00		
VENDOR TOTAL					1,500.00		
010920	1	1/09/20	1/09/20	2270 PLUNKETT'S INC. CTY HALL-SPRAYING 1/20	65.71	101 101-41940-401	1
	2			AMB-SPRAYING 1/20	52.31	101 101-42200-401	1
	3			FIRESPRAYING 1/20	54.75	201 201-44100-401	1
INVOICE TOTAL					172.77		
VENDOR TOTAL					172.77		

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
010920	1	1/09/20	1/09/20	2620 SWENSON NELSON & STULZ PLLC CTY ATT-LEGAL FEES 1/20	1,850.00	101	101-41610-304	1
				INVOICE TOTAL	1,850.00			
				VENDOR TOTAL	1,850.00			
3660	1	1/09/20	1/09/20	2670 GREG THOLE ELECTRIC, INC THEATRE-LED FIX T REPAIR	248.38	101	101-45181-404	1
				INVOICE TOTAL	248.38			
				VENDOR TOTAL	248.38			
010920	1	1/09/20	1/09/20	2741 THRIFTY WHITE DRUG AMB-NITROGLYCERIN TABS	22.45	201	201-44100-217	1
				INVOICE TOTAL	22.45			
				VENDOR TOTAL	22.45			
010920	1	1/09/20	1/09/20	2710 KEVIN TOLLEFSON P & Z - DEMO REIMB-K TOLLEFSON	3,500.00	101	101-41940-409	1
				INVOICE TOTAL	3,500.00			
				VENDOR TOTAL	3,500.00			
010920	1	1/09/20	1/09/20	3022 DANIEL TUCKETT, SR. ADMIN-FOLD/STUFF ENV 1/20	150.00	101	101-41320-202	1
				INVOICE TOTAL	150.00			
				VENDOR TOTAL	150.00			
010920	1	1/09/20	1/09/20	2940 WESTERN GUARD LIQ-ADVERTISING	342.00	609	609-49750-342	1
				INVOICE TOTAL	342.00			
83869	1	1/09/20	1/09/20	ADMIN-CITY CLERK JOB OPENING	300.00	101	101-41320-342	1
				INVOICE TOTAL	300.00			
83889	1	1/09/20	1/09/20	WT-SALTING TIPS	90.00	601	601-49440-351	1
				INVOICE TOTAL	90.00			
83890	1	1/09/20	1/09/20	COUNCIL-SNOW ORDINANCE	96.00	101	101-41110-351	1
				INVOICE TOTAL	96.00			
83971	1	1/09/20	1/09/20	ADMIN-CLEANING SERVICE	18.00	101	101-41320-342	1
				INVOICE TOTAL	18.00			
84009	1	1/09/20	1/09/20	ADMIN-CLEANING SERVICE	30.00	101	101-41320-342	1
				INVOICE TOTAL	30.00			
84019	1	1/09/20	1/09/20	ELEC-BRIGHT ENERGY AD	66.50	604	604-49590-351	1
				INVOICE TOTAL	66.50			
84135	1	1/09/20	1/09/20	ADMIN-CHRISTMAS GREETING	102.00	101	101-41320-342	1
				INVOICE TOTAL	102.00			

SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
VENDOR TOTAL					1,044.50		
BANK 1 - KLEIN/UNITED PR TOTAL					296,361.75		
TOTAL MANUAL CHECKS					.00		
TOTAL E-PAYMENTS					.00		
TOTAL PURCH CARDS					.00		
TOTAL ACH PAYMENTS					.00		
TOTAL OPEN PAYMENTS					296,361.75		
GRAND TOTALS					296,361.75		

### Debit Card Purchases for Council Approval

Purchase Date	Vendor	Description	Amount	Acct #	Debit Card Holder
12/27/2019	Conservation Warehouse	WT-Toilet Leak Tablets	\$24.50	601-49400-215	Cheri Tuckett