

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**  
Regular Meeting of the City Council – 5:00 P.M.  
**Monday, October 28, 2019**  
Madison Municipal Building

**1. CALL THE REGULAR MEETING TO ORDER**

Mayor Thole will call the meeting to order.

**2. APPROVE AGENDA**

Approve the agenda as posted in accordance with the Open Meetings law, and herein place all agenda items on the table for discussion. A MOTION is in order. (Council)

**3. APPROVE MINUTES**

Page 1

A copy of the October 14, 2019 regular meeting minutes are enclosed. A MOTION is in order. (Council)

**4. PUBLIC PETITIONS, REQUESTS, HEARINGS, AND COMMUNICATIONS** (public/mayor/council)

Members of the audience wishing to address the Council with regard to an agenda item, presentation of a petition, utility customer hearing, or a general communication should be recognized at this time. A MOTION may be in order (Public/Council)

**5. CONSENT AGENDA**

- |    |  |         |
|----|--|---------|
| A. | LqP Radio Drill – November 14, 2019 - receive    | Page 4  |
| B. | LEPC Minutes – October, 17, 2019 – receive       | Page 5  |
| C. | PEIP highlights – Fall 2019 – receive            | Page 9  |
| D. | HRA Meeting Minutes – October 10, 2019 – receive | Page 11 |

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

**6. UNFINISHED AND NEW BUSINESS**

- |    |   |         |
|----|---|---------|
| A. | City Council Checklist. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)   | Page 15 |
| B. | City Engineer Update. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)   | Page 16 |
| C. | <b>Public Hearing 5:00</b> – Resolution 19-41 Certifying Delinquent Accounts. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council) | Page 18 |
| D. | Notice of Retirement. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)   | Page 19 |
| E. | Fire Department request for temporary roster addition. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)                        |         |

Handout

- F. **Public Hearing 5:30** – Well Head Protection Plan (WHP) Public Informational Meeting. – Amanda Strommer. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 27

- G. Resolution 19-38 – Establishing assignment of salaries – Water Wastewater Operator. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 28

- H. Resolution 19-39– Establishing assignment of salaries – Electric Line Supervisor. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 29

- I. Resolution 19-42 – Meal Reimbursement. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 30

- J. Resolution 19-43 – Appointment of Zoning Administrator. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 31

- K. Approval of funding request from LqPV Strengthening the Family. A DISCUSSION and MOTION may be in order. (Manager, Council)

- L. Notice of Meeting Change. A DISCUSSION and MOTION may be in order. (Manager, Council)

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

**7. MANAGER REPORT** (Manager)

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

**9. AUDITING CLAIM**

Page 32

A copy of the Schedule Payment Report of bills submitted October 14, 2019 through October 28, 2019 is attached for approval for Check No. 58789 through Check No. 58813 and debit card purchases. A MOTION is in order.

**10. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

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

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Thole on Monday, October 14, 2019, at 5:05 p.m. in Council Chambers at City Hall. Councilmembers present were: Tim Volk (arrived at 5:07 p.m.), Mayor Greg Thole, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present were: City Manager Val Halvorson, City Attorney Rick Stulz, and City Clerk Kathleen Weber.

**AGENDA**

Upon motion by Zahrbock, seconded by Conroy and carried, the Agenda was approved as amended. Additions to the agenda include MNDOT project review, Arts Council artist contract, and Application to Conduct Excluded Bingo. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Conroy, seconded by Meyer and carried, September 23, 2019, meeting minutes were approved as presented.

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

None.

**CONSENT AGENDA**

Upon motion by Meyer, seconded by Zahrbock and carried, Consent Agenda was approved as presented. (Councilmember Volk arrived at 5:07 p.m.)

**MNDOT PROJECT REVIEW**

Jesse Vlaminck, MNDOT Project Manager, summarized the upcoming Highway 75 resurfacing project and noted an Open House being held in Bellingham on October 24<sup>th</sup>.

**LOP SHERIFF REPORT**

Sheriff Allen Anderson provided Council with the 3rd quarter activity report, as well as a 2020 Lac qui Parle County public safety budget worksheet. He noted an increase in salaries and associated personnel costs. The end result is an increase of \$16,148.28 in the city's annual law enforcement contract. Councilmember Meyer asked about enforcement of the new hands-free law. Sheriff Anderson noted that bad habits are hard to break and, that for the most part, violators have been given a warning reminder of the new law. Sheriff Anderson noted the success of their canine program and indicated that their dog is trained to track people, drugs, and evidence. At present, the jail is full.

**CITY COUNCIL CHECKLIST**

No City Council Checklist was presented at this time.

**REACH OUT FOR WARMTH DONATION**

Upon motion by Conroy, seconded by Zahrbock and carried, Council approved a donation of \$750 to the Reach Out for Warmth Program administered by Prairie Five Community Action Council. It was noted that these funds are available to assist local residents with paying their utility bill this winter.

**ASSIGNMENT OF SALARIES – HEAVY EQUIPMENT OPERATOR**

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 19-36** titled “Resolution Establishing Assignment of Salaries – Heavy Equipment Operator” was adopted. This resolution would provide for the assignment of Alex Geerdes to Heavy Equipment Operator, Grade 7, Range E. A complete copy of Resolution 19-36 is contained in City Clerk’s Book #9.

**ASSIGNMENT OF SALARIES – STREETS PARKS SUPERVISOR**

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-37** titled “Resolution Establishing Assignment of Salaries – Streets Parks Supervisor” was adopted. This resolution would provide for the assignment of Todd Erp to Streets Parks Supervisor, Grade 10, Range A. A complete copy of Resolution 19-37 is contained in City Clerk’s Book #9.

**ORDINANCE NO. 384 PURCHASING LIMITS**

Upon motion by Conroy, seconded by Volk and carried, **ORDINANCE NO. 384** titled “An Ordinance Amending §33.27-§33.29 of Ordinance No. 302 Relating to Purchasing Limits” was adopted. This ordinance would remove specific dollar amounts on purchasing limits and replace it with reference to state statute. A complete copy of Ordinance No. 384 is on file in the City Clerk’s Office.

Upon motion by Meyer, seconded by Zahrbock and carried, a publication summary of Ordinance No. 384 was approved and will be published in The Western Guard.

**MADISON ARTS COUNCIL ARTIST CONTRACT**

Upon motion by Zahrbock, seconded by Meyer and carried, Council authorized execution of an agreement between the City of Madison (Madison Arts Council) and Tim Adams. Mr. Adams is the artist who will be creating the biome art project to be displayed at the Avenue of Flags. A timeline of work with payment dates was presented for Council review, although City Manager Halvorson indicated a desire to adjust some of the payment dates in order that most of the funds are expended in 2019 in conjunction with grant funds being received. The total contract payment amount will not change.

**CITY MANAGER’S REPORT**

**School Referendum:** City Manager Halvorson reminded Council that she is participating in the Vote Yes Committee, and she presented them with information and handouts.

**MERC Decision:** City Manager Halvorson presented Council with information in regard to the 2018 MN Supreme Court decision in favor of MN Energy Resources Corporation’s appeal of assessed property tax values. The City’s tax settlement from Lac qui Parle County this fall will be reduced by \$9,876.99.

**MAYOR/COUNCIL REPORTS**

**Fiber Install:** Council noted that Farmers Mutual Telephone Company will be going ahead with the proposed fiber install in the downtown area.

**Rental Properties:** Councilmember Meyer noted that he had received a call in regard to the condition of a rental property in Madison. City Attorney Stulz noted that the city does not regulate rental properties but noted that inquiries can be directed to his office. He will be able to refer them to the appropriate state agency that can assist.

**DISBURSEMENTS**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between September 24<sup>th</sup> and October 14<sup>th</sup>, 2019. These disbursements include United Prairie Bank Check Nos. 58686-58784 and debit card purchases from September 6<sup>th</sup> to October 10<sup>th</sup>, 2019.

There being no further business, meeting adjourned at 6:00 p.m.

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Greg Thole – Mayor

**ATTEST:**

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Kathleen Weber – City Clerk



# LAC QUI PARLE COUNTY RADIO DRILL

**Thursday, Nov 14<sup>th</sup>, 6pm**

Join us on the 14<sup>th</sup> of November for a countywide interoperability test on the 800mhz/ARMER Radio system. We plan on testing statewide, regional, and local talk groups and channels by hailing county agencies and response organizations; in a quick drill format. Please respond to [blain.johnson@lqpc.com](mailto:blain.johnson@lqpc.com) if you plan on attending! More details will come out before the date of the drill.



## Target Audience

- Fire Departments
- Ambulance Service
- Police Departments
- Sheriff's Office
- Hospitals
- Emergency Management
- County Departments
- Schools
- Public Health

## COUNTYWIDE RESPONDER RADIO TEST

State, Regional,  
and local talk  
groups.



Testing Access and  
functionality of  
first response  
radio's and access  
to communication  
resources.

## LQP CO. EMERGENCY MANAGEMENT

422 5<sup>th</sup> Avenue, Ste 303  
Madison, MN 56256  
320-598-7171

<http://lqpc.com/index.php/em/>



Lac qui Parle County  
**Local Emergency Planning Committee**

**4<sup>th</sup> Qtr. Meeting Minutes**

**1. Call to Order – 1:08pm**

(8 Members Present, 0 Public)

*Blain Johnson, Gloria Tobias, Mike Cleveland, Ann Jensen, Scott Schake, Kirsten Gloege, Allen Anderson, Josh Beniga.*

**2. Introductions (name, title/agency)**

Mike Cleveland introduced himself. He has applied for Jerry Berge's old position as maintenance supervisor and is hopeful he gets the job, filling it temporarily right now. Normal members represented the rest of the group.

**3. Approval of 3<sup>rd</sup> Q Minutes / 4<sup>th</sup> Q Agenda**

*Motion: Anderson, Seconded: Beniga. No Discussion. Motion passed.*

**4. Old Business**

**a. County Shelter Agreements**

Blain updated group that Lac qui Parle Valley and Dawson-Boyd Schools signed an updated Red Cross Sheltering agreement to use for citizens in the event a shelter is needed. Blain is working on additional shelter signatures and assessments but warns it may be a while before they are signed.

**5. New Business**

**a. Bylaws review**

Blain still working on. Hopes to have draft out for January meeting for official approval.

**b. Law enforcement report (Sheriff Anderson, Chief Stock)**

New CAD Map system, more options. No major update.

**c. Emergency manager report**

**i. 2019 Flooding Update, FEMA**

FEMA has talked to all county departments and are working through the townships. Blain said the process has been very easy and the check for EM is already on its way. Things are going well it sounds like.

**ii. Weather Update**

Wet, normal temperatures. Blain said the NOAA site is offline until the new budget is approved so he was unable to access the data he usually uses for the update.

**iii. Hazard Mitigation Plan**

Finally into HSEM and FEMA for approval after 2.5 years. Looking to get that back to utilize Hazard Mitigation money for Dan Aakre who is

looking for assistance for his house move, levee building, or buyout options. Blain working with him on options.

d. **County/City Emergency Exercise**

Ann discussed Dawson FD mock car crash with Ambulance and SO on Sept 18<sup>th</sup>. 3 car, 8 victim triage with helicopter landing. First landing on the new Dawson Hospital helipad. Went well, with a good hotwash. Looking to do a county exercise.

Ann participated in a dual county (Nobles/Murray Co) exercise which was very good, but took a lot of planning.

Design Team Meeting: **Thursday, December 5<sup>th</sup> @ 2pm Design Team Meeting** via Conference Call. Blain will send out information. All LEPC members invited to attend.

e. **County Radio Drill (Nov. 14 @ 6pm)**

Blain scheduled a county radio drill for first responders for Nov 14<sup>th</sup> at 6pm to test interoperability and access and knowledge of radios. Dispatch wants to test out a couple patches and simultaneous hails to local responders.

Family Services does not have 800mhz radio, neither does the courthouse. (Flyer handed out). Mike said county highway is still on VHF, Scott added Fire and EMS is still pages on VHF. Blain said schools wanted to participate, but neither has an ARMER radios. Some committee members worried about how long radios are going to last, Blain threw in an Emergency Management grant for 9 new radio's. Will not find out about that until March or so.

f. **No Travel Advisory Policy**

Blain, Al, and Sam met yesterday and revised the January 2019 No Travel Advisory policy and changed some language. Main changes were to additionally page out responders to let them know. Also a morning meeting between Al, Sam, and Blain before schools decide to open/delay for the day.

g. **LENS signups**

Blain plans to revise signup sheet. Asks members to push that out to courthouse and other agency staff/volunteers. Thinks we have about 450 signups but would like to see more. Al mentioned we need to get the IPAWS portion working to push no matter the registration status for cell phones; especially when 911 is down, we can notify citizens. Blain will work with dispatch on training and testing the county IPAWS certificate.

6. **Communications Roundtable**

How do we communicate when a security issue or emergency happens. Family services can send a group text if something happens. Mike said the highway department just calls one another, Al seconded that calling is sometimes the easiest way. Josh said the courthouse has panic buttons, but family services does not have this feature yet, so they would need to call dispatch if there was an issue. Blain said Jake just developed an 'all employee' email list which could be utilized. Family Services on a different email server (co.lac-qui-parle.mn.us, not lqpc.com).



Committee didn't think the county webpage was used very much so it is unsure how much of an effect utilizing this medium is for

7. Election of Officers for 2020

Chair: Blain Johnson, Vice-Chair: John Maatz, Secretary: Kirsten Gloege.

Motion: Anderson, Second: Beniga, No Discussion. Motion Passed.

Welcome to the Board Kirsten!

8. Committee Member Updates

a. Agency Updates

**Public Health (Gloria):** Next June MDH has a statewide POD (Point of Dispensing) exercise on June 17<sup>th</sup>, Gloria helping with planning. Hospitals may practice 'closed POD' in conjunction. Dawn Bjergund picked to replace Gloria when she retires in March of 2020; she starts November 4<sup>th</sup>. Gloria will be missed!

**Mike Cleveland (Otis):** Getting ready for winter, prepping the plows. County highway has 3 openings now and the department is still reeling from the loss of maintenance supervisor Jerry Berge. Mike applied for the maintenance supervisor position, if he got that, there would be additional positions that would need to be filled. All road damage fixed and taken care of from the 2019 flooding. Co Hwy looking to get a couple cots in the shops in case employees need to stay the night if the weather gets too bad this winter.

**Dawson Ambulance (Ann):** Nothing new.

**Madison Ambulance (Scott):** 205 calls on the year, about average. A slight uptick in mental health transports.

**Family Services (Kirsten):** All staff got flu shots from hospital/public health. Have presenter coming on the 23<sup>rd</sup> discussing rural mental health/stress focused on stress. They are 1<sup>st</sup> or 2<sup>nd</sup> in suicide rates across the nation.

**Sheriff's Office (Al):** Was the 2019 'poster-child' for the Madison Hospital Flu Shot PR Campaign on Facebook! Mindee Lovgren resigned from the dispatch center, Al has no plans to fill until it is decided on what is done with dispatch and a new building; he will backfill with current staff. No county building committee update, next meeting is set for November. Al went to a dementia awareness speaker at the last Madison Kiwanis Meeting, and wants to start pushing that through the Sheriff's Office and becoming a 'Dementia-Friendly Community'.

**Veterans Office/Safety (Josh):** Got a urgent-care benefit. Vets can go to an urgent care facility 3 times per year and it will be paid for (Madison and Canby). Nothing other than that.

**Emergency Management (Blain):** Update – Blain is working on getting a forecast point for the Dawson river gage and is working with the NOAA and North River Forecast Center on that. Models still need to be run on the drainage basin so does not think it will be done by spring. This will help in preparedness and response efforts for local responders during times of high waters.

**9. Public Comments**

None present

**10. Next meeting**

- a. Thursday, Jan 9<sup>th</sup>, 2020 @ 1-2:30 – EOC

Committee set 2020 Meeting dates. All will occur at the County EOC at 1:00pm.

1<sup>st</sup> Quarter – January 9<sup>th</sup>

2<sup>nd</sup> Quarter – April 9<sup>th</sup>

3<sup>rd</sup> Quarter – July 9<sup>th</sup>

4<sup>th</sup> Quarter – October 15<sup>th</sup>

**11. Adjournment – 2:19pm**

Motion: Anderson, Second: Beniga. No Discussion. Motion passed

*Meeting #: 6*





**Take charge of your healthcare** and stay informed by registering for an online account with your network carrier. Go to your carrier website and follow the prompts to register.

CVS Caremark is the pharmacy benefit manager for all PEIP plans. CVS Caremark has a very extensive network of pharmacies in MN and nationally. *(You do not need to use a CVS Retail Pharmacy.)* The Pharmacy Locator tool, the Formulary Pricing tool, along with a description of the pharmacy benefits in your Plan Document are available online at [www.innovomn.com](http://www.innovomn.com).

Prescriptions are for a 30 day supply for 1 copayment **OR** 90 day supply for 2 copayments at most pharmacies. (After deductible for HSA) Mail Order is also available for maintenance medications: 90 day supply for 2 copayments

Certain preventive over-the-counter products are **at no cost** with a prescription.

- ✓ Aspirin: Adults age  $\geq 50$
- ✓ Aspirin: Pregnant Women high risk for pre-eclampsia
- ✓ Bowel Preparation: Screening for Colorectal Cancer  $\geq 50$
- ✓ Folic Acid: Women  $\leq 55$
- ✓ Immunizations: Children and Adult
- ✓ Low-Dose Statins: Adults age 40-75
- ✓ Oral fluoride: Children age  $\leq 5$  and under
- ✓ Women Breast Cancer Prevention  $\geq 35$
- ✓ Woman Preventive Services: contraceptives
- ✓ Tobacco Cessation Products: Rx and OTC, with prescription

**Flu shots are 100% covered** under the preventive benefit at your primary care clinic or other retail outlets associated with your carrier – or onsite by contacting one of two PEIP contracted providers:



Contact Abhi Andley (763) 746-8060  
abhi@homelandhealth.biz

**Minnesota Visiting Nurses Association**  
Contact Paula Abramson (612) 617-4724  
paula.abramson@hcmcd.org

PEIP members can change primary care clinics, order replacement ID cards, check claims, look up providers, ask coverage questions and obtain access to their carriers' tools, resources and discounts. Just call or log on:

PreferredOne M-F 7:00am – 7:00pm  
800-997-1750 ~ [www.preferredone.com](http://www.preferredone.com)

HealthPartners M-F 7:00am – 7:00pm  
800-883-2177 ~ [www.healthpartners.com](http://www.healthpartners.com)

BCBS M-F 7:00am – 8:00pm  
866-286-2948 ~ [www.bluecrossmn.com](http://www.bluecrossmn.com)

CVS Caremark 24 hrs/ 7 days  
Customer serve - 844-205-8475  
*Specialty Pharmacy - 800-237-2767*  
*Fax – 800-323-2445*  
[www.caremark.com](http://www.caremark.com)

Out of area coverage (or Point of Service) is available for employees or dependents with a permanent address outside the PEIP service area (includes students away at school.)

Members must still designate a primary care clinic and when in-area, network benefits are available, as well as coverage for emergencies, urgently needed care, and prescriptions at the network benefit level - at home, at school, anywhere.

**Out of Area Benefits** – (Also called Point of Service, **POS**)  
The Advantage High and Value plans have a separate \$350/\$700 deductible and 30% coinsurance. The HSA plan has a separate \$1,500/\$3,000 deductible and 30% coinsurance. The RX benefit is the same as in-network. POS expenses will apply to the member's medical out of pocket maximum on their Benefit Schedule (Letter O, High and Value – Letter N, HSA.) There is no additional cost for this coverage.

**Important:** To access point of service benefits (POS), members must enroll by notifying Innovo in writing of the out of area address and the effective date of coverage. Members can use the Change Form or send an email to [service@innovomn.com](mailto:service@innovomn.com).

The Omada online program continues for 2020 for members at risk for Type 2 diabetes. This program is no cost for members. To see if you qualify, take the one minute test at [www.omadahealth.com/peip](http://www.omadahealth.com/peip).



**MEETING AGENDA    HRA of Madison**

310 Park Avenue  
Madison, MN 56256

**Meeting Description** Regular Meeting

**Results Desired**

**Date:** October 10, 2019 **Time** 11:30a.m. **Location** Authority Office

Start	Stop	Total Hours	Start	Stop	Total Hours

Call to Order:

Action on Minutes:

**FINANCIAL REPORT:**

Project Performance Reports: August '19 – (29.89)

Correspondence: None

Maintenance: Completed patching potholes in parking lot  
Getting #106 move-in ready

Occupancy: #106 – Occupied  
              #116 – Occupied  
              #123 – Tenant has been evicted – no prospects  
              #230 – Spoken for – tentative move-in 10/18 – Sec. Dep. has been pd.

Old Business: Having Travis possibly lay carpet squares?

New Business: Snow removal  
                  Revised operating fund

Other Business:

Adjournment:



MINUTES  
REGULAR MEETING  
SEPTEMBER 12, 2019

The Board of Commissioners of the HRA of Madison, MN met on Thursday September 12, 2019 at the office of the authority. Commissioners present were: Karie Sorknes, Judi Nelson and Missy Heinrich. Also present was Executive Director Kathy Bungarden and Travis Redepinning from Maintenance. Absent was board members Carlyle Larsen and Stan Olson.

Co-Chairperson Stan Olson called the meeting to order at 11:58 a.m.

Maintenance: Travis Redepinning reported finishing patching the largest pothole in the parking lot. He has just begun to prepare apartment #123 for move-in.

There is nothing new to report on David Jacobsen. He continues to receive benefits for temporary partial disability.

The minutes of the regular meeting on Thursday, August 8, 2019 were discussed. The minutes were approved as written.

The financial report was reviewed. After a short discussion by the board regarding checks #7080 - 71105 for a total amount of \$14,858.90 a motion was made by Judi Nelson and seconded by Karie Sorknes to pay the bills. Motion carried.

Kathy Bungarden had the Performance Report numbers from Loucks & Schwartz for June, 2019 - (28.66).

Occupancy Status: #106 – have someone interested  
#116 – vacant  
#123 – Tenant has been evicted  
#230 - vacant

**OLD BUSINESS:** Kathy Bungarden updated the board on information that has been entered in EPIC regarding the 5 year plan and Annual Statement. Both the 5 Year Plan and the Annual Statement have been approved. Park Avenue is now able to obligate and disburse the money when ready to do so.

**NEW BUSINESS:** Bids have been received from 3 accounting firms regarding the annual audit. JMSC of St. Louis Park, MN submitted a bid of \$5,900.00 per year for three years (2020 – 2022) with more being charged if there is an onsite visit. Collins & Associates, S.C. of Prairie du Chien, WI submitted a bid of \$3,800.00 for year end 9/30/2020, \$3,900.00 for year end 9/30/2021 and \$4,000.00 for 9/30/2022. Mark Babcock CPA submitted a bid of \$2,200.00 per year for three years(2020 – 2022). Missy Heinrich made a motion to accept the bid from Mark Babcock, CPA and motion was seconded by Judi Nelson. Motion carried.

There was a discussion on looking at different types of flooring instead of just standard carpet. It was also decided to make the 2<sup>nd</sup> floor hallways a priority.

No further business forthcoming the meeting was adjourned at 12:45 p.m.

The next regular meeting will be Thursday, October 10, 2019 at 11:30 a.m.

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Co-Chairperson – Karie Sorknes

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Board Member – Judi Nelson

Minutes prepared by KB on 09/12/2019.

**FINANCIAL****STATEMENT**

September, 2019

Balance as of last statement

\$ 1,187.78

## Income for September, 2019

Rent	33	\$330.00	\$	10,876.00
Cable	27		\$	810.00
AC	28		\$	140.00
Garage	11		\$	385.00
Fr.	3		\$	6.00
			\$	-
			\$	13,404.78

**Other Income**

Laundry		\$	279.00	
Refund of overpayment on 2nd qtr. 941		\$	164.41	
Transfer from Savings	9/11/2019	\$	1,500.00	
Int. on Ck.	8/31/2019	\$	0.17	
		\$	1,943.58	\$ 1,943.58
				\$ 15,348.36

2117	9/10/2019	Auto	S.S.-\$669.76;Medi-\$156.64;Fed-\$374.00	\$ 1,200.40
4420	9/1/2019	7080	Cardmember Service(dish soap,Thrift drain cleaner, black toner,cyan toner,yellow toner,ink cartridges,garbage bags, under cabinet lights)	\$ 1,049.90
4510	9/1/2019	7081	Auto Owners Ins.(blanket employee bond)	\$ 200.00
4190	9/3/2019	7082	Prairie Five Senior Dining	\$ 119.50
		7083	VOID	
4110	9/15/2019	7084	Kathy Bungarden	\$ 1,040.10
4110	9/30/2019	7085	Kathy Bungarden	\$ 1,040.10
4170	9/12/2019	7086	Loucks & Schwartz	\$ 135.00
4190	9/12/2019	7087	Frontier Telephone	\$ 233.04
4190	9/12/2019	7088	LQP Co. Sheriff's Office(E. Paul)	\$ 10.00
4190	9/12/2019	7089	KLQP-FM	\$ 31.90
4190	9/12/2019	7090	Western Guard(Bus. & Prof. Directory)	\$ 75.00
4190	9/12/2019	7091	Dollar General(3 ring binders,air fresheners)	\$ 39.50
4190	9/12/2019	7092	Madison Postmaster	\$ 44.00
4220	9/12/2019	7093	Judi Nelson(15 hrs. @ \$9.50)	\$ 131.59
4220	9/12/2019	7094	Deb Rakow(18.25 hrs. @ \$9.50)	\$ 160.12
4220	9/12/2019	7095	Joan Fernholz(17 hrs. @ \$9.50)	\$ 149.15
4330	9/11/2109	Auto	Minnesota Energy	\$ 92.05
	9/15/2019	Auto	City of Madison	\$ 4,123.11
4410	9/15/2019	7096	VOID	
4410	9/30/2019	7097	Travis Redepenny	\$ 723.88
4420	9/12/2019	7098	Capital One Commercial(paint, pothole patch, pitg. parts, storage and garbage bags,drip pans,spray bottles)	\$ 810.61
4420	9/12/2019	7099	Madison Hardware Hank	\$ 24.62
4430	9/12/2019	7100	MEI Total Elevator Solutions	\$ 152.26

4430	9/23/2019	Auto	Mediacom	\$	1,406.85	
4430	9/12/2019	7101	Carpets 'N' More (Clean #230)	\$	125.00	
4430	9/12/2019	7102	Dave's Plbg. (#124 kitchen drain, #112 kitchen drain)	\$	300.00	
4540	9/12/2019	7103	H.A.R.T.	\$	468.00	
4540	9/12/2019	7104	Kathy Bungarden H/C	\$	249.34	
4410	9/15/2019	7105	Travis Redepenning	\$	723.88	
				\$	14,858.90	-14,858.90
				\$		489.46

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

Balance	Insured Money Market Savings	6/30/2019	\$96,450.80
	Subsidy	7/8/2019	\$ 3,850.00
	Transfer to Checking	7/12/2019	\$ 1,500.00
	Interest	7/31/2019	\$ 13.89
Balance		7/31/2019	\$98,814.69

\*\*\*\*\*

<u>YTD Int.</u>	<u>Sec. Dep. Klein Bank</u>	<u>Deposit</u>	<u>Payment</u>	<u>Balance</u>
\$3.16				
6/30/2019				\$7,774.24
7/15/2019	Garage Sec. Dep. #5	\$30.00		\$7,804.24
7/31/2019	Interest	\$0.20		\$7,804.44
Balance				

#234; 1 Dog - \$300 Deposit  
 #239; 1 Cat - \$300 Deposit  
 #125; 1 Dog - \$300 Deposit  
 #240; 1 Cat - No Pet Deposit  
 #109; 1 Dog - \$300 Deposit  
 #230; 1 Cat - \$300 Deposit)



# CITY COUNCIL CHECKLIST

10/23/2019

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	Progress Notes	COMPLETE
Pool Hours of Operation	3/25/2019	Zahrbock	CM, council	Last Date August 24th	ongoing
Broadband Exploration	4/20/2017	Meyer	CM, committee	Farmers Mutual Downtown Project	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	Small Cities Development Grant	ongoing
Downtown Open Space	10/27/2014	Conroy	CM Parks Board	Trees, grass, For Sale Sign advertising MEDA contact	ongoing
City Garage	4/20/2017	Thole, Fernho	CM	PW is cleaning out as time allows - Sell/Fix?	ongoing
Hwy 40 Curbing - ask MNDOT to repair	5/11/2015	Zahrbock	CM, Engineer	Planned Project 2023	ongoing
Recreation Facility	5/2/2017	EDA	CM, Conroy	On hold - will require additional community engagement	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Planned meeting with MHS and Architect on grant eligibility	ongoing
Climbing Wall at Pool	8/26/2019	Volk	Parks	2018 estimated cost was \$34,000	
Handicap Restroom at Grand/Public	8/26/2019	Meyer	CM, Meyer	include in CIP plan	

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 19-41**

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

**RESOLUTION CERTIFYING DELINQUENT UTILITIES,  
WEED ERADICATION (MOWING), AND OTHER CITY SERVICES  
AGAINST RESPECTIVE PROPERTIES**

WHEREAS, the City of Madison desires to certify delinquent utilities, weed eradication (mowing), and other city services against the respective properties; and

WHEREAS, the City of Madison Code provides that the owner shall be liable for city utility services supplied to their property, whether he or she is occupying the property or not; and

WHEREAS, a notice and an opportunity for a hearing have been provided to affected owners of said property, and all such charges which are unpaid shall be certified to the County Auditor. The amounts so certified shall be extended by the Auditor on the tax rolls against such premises in the same manner as other taxes, payable in one year with no interest; and

WHEREAS, following is the name of the owner, address of property served, and amount to be certified. Any amounts collected prior to November 18, 2019, will be removed and not certified to the Auditor.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA, that the City Clerk is hereby authorized to certify the aforementioned special assessments to the County Auditor.

**DELINQUENT UTILITY ACCOUNTS/MOWING/ OTHER CITY SERVICES**

**UTILITIES:**

<u>Parcel</u>	<u>Name</u>	<u>Property Served</u>	<u>Amount Due</u>
(Parcel #54-0061-000)			
#12230003	Carolyn Tummel	722 6 <sup>th</sup> Street	\$1,623.24
(Parcel #54-0280-000)			
#12420007	Onnie Salo	214 8 <sup>th</sup> Avenue	\$234.32
(Parcel #54-0052-000)			
#12670009	Tiffany Myers	715 7 <sup>th</sup> Avenue	\$606.03
(Parcel #54-0174-000)	(Brandon Bendel)		
#12980006	Lauren Vann	410 7 <sup>th</sup> Avenue	\$420.35
(Parcel #54-0181-000)	(Brandon Bendel)		
#21210003	Tiffany Hill	411 5 <sup>th</sup> Avenue #3	\$112.37
(Parcel #54-0543-000)	(Brandon Bendel)		
#12730001	William Hazzard	822 7 <sup>th</sup> Avenue	\$173.85
(Parcel #54-0239-000)	(Reverse Mortgage Solutions)		
#31520008	Mary Evans Brei	308 ½ 6 <sup>th</sup> Avenue	\$175.14
#31530009	Mary Evans Brei	308 6 <sup>th</sup> Avenue	\$227.03
(Parcel #54-0323-000)			
#51120001	David Hullinger	413 3 <sup>rd</sup> St	\$696.35
(Parcel #54-0088-000)			
#51550007	Todd Wilson	622 4th Avenue	\$234.32
(Parcel #54-0105-000)			
#61120004	Denelle Hart	511 1st Avenue	\$703.25
(Parcel #54-0468-000)	(Dawn Chapman)		
#62220006	Mitchell Sprick	203 5 <sup>th</sup> St E	\$234.32
	(Mitchell & Tiffany Rhoades)		
(54-0640-040)	Live Madison LLC & Madison	207 9 <sup>th</sup> Avenue	\$7,477.10
	Field Crest Estates LLC & tenants		
(54-0640-030)	Live Madison LLC & Madison	213 9 <sup>th</sup> Avenue	\$6,544.25
	Field Crest Estates LLC & tenants		

**SANITATION SPECIAL PICKUPS:**

<u>Parcel</u>	<u>Name</u>	<u>Property Served</u>	<u>Amount Due</u>
(Parcel #54-0061-000)	Carolyn Tummel	722 6 <sup>th</sup> Street	\$101.52

**MOWING:**

(Parcel #54-0239-000)	Mary Evans Brei	308 6 <sup>th</sup> Avenue	\$192.39
(Parcel #54-0615-000)	Dollar General (Joan Hopper Peat)	315 8 <sup>th</sup> Avenue	\$320.63
(Parcel #54-0347-000)	Rafeal Leora	120 2 <sup>nd</sup> St	\$266.84
(Parcel #54-0280-000)	Onnie Salo	214 8 <sup>th</sup> Avenue	\$790.92
(Parcel #54-0279-000)	Jordan Snyder	212 8 <sup>th</sup> Avenue	\$438.22
(Parcel #54-0468-000)	Mitchell Sprick (Mitchell & Tiffany Rhoades)	203 5 <sup>th</sup> St E	\$790.92
(Parcel #54-0061-000)	Carolyn Tummel	722 6 <sup>th</sup> Street	\$790.92
(Parcel #54-0088-000)	Todd Wilson	622 4 <sup>th</sup> Avenue	\$758.86

**SNOW REMOVAL:**

(Parcel #54-0182-000)	Alexis McDowell	403 5 <sup>th</sup> Avenue	\$60.00
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**PARKING:**

(Parcel #54-0117-000)	Julie Billington (Twila Dunlap)	518 3 <sup>rd</sup> Avenue	\$50.00
(Parcel #54-0443-000)	Sara Stewart	302 5 <sup>th</sup> St E	\$100.00

**MISCELLANEOUS:**

(Parcel #54-0221-000)	Kelly Dalton	322 3 <sup>rd</sup> Ave	\$182.00
(Parcel #54-0468-000)	Mitchell Sprick (Mitchell & Tiffany Rhoades)	203 5 <sup>th</sup> St E	\$600.00

UTILITIES \$19,461.92  
 SANITATION \$101.52  
 MOWING \$4,349.70  
 SNOW REMOVAL \$60.00  
 PARKING VIOLATIONS \$150.00  
 GRAND TOTAL \$24,123.14

Upon vote taken thereon, the following voted:

For:  
 Against:  
 Absent:

Whereupon said Resolution No. 19-41 was declared duly passed and adopted this 28th day of October, 2019.

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

ATTEST: \_\_\_\_\_  
 Kathleen Weber  
 City Clerk

September 26, 2019

To: City Manager Val Halvorson  
Mayor Greg Thole & City Council

Please accept this letter as notice of my pending retirement from employment with the City of Madison effective March 20<sup>th</sup>, 2020. I have appreciated the opportunity to work for the City for the past 37 years.

I believe our city is very fortunate to have forward-thinking residents, like yourselves, to manage the city and serve on the council and various boards to keep our community healthy and a great place to live!

Thank you!

  
Kathy Weber  
City Clerk

## **BY-LAWS OF MADISON FIRE DEPARTMENT**

### **CITY OF MADISON, MN**

#### **I. ADMINISTRATIVE SOP'S**

##### **ARTICLE I**

The name of this body shall be known as the Madison Fire Department and shall be operated under the Ordinances of the City of Madison, The Articles of Incorporation and these By-Laws.

##### **ARTICLE II**

###### **STRUCTURE AND MEMBERSHIP**

1. **MEMBERSHIP:** The membership of this Department shall consist of up to twenty six members
2. **QUALIFICATIONS:** New members admitted shall be no younger than 18 years of age. Members must live within a reasonable response time of City limits and/or work within reasonable response time of City limits. If a member moves outside of City limits, such member may be granted a six month leave of absence by the Department. All new members will be required to take a physical paid for by the Department. Doctor is to supply a Health certificate to be on file at the Fire hall.
3. **RETIREMENT:** Any member retiring after 20 or more years of service shall become an Honorary Member of this Department.

4. **OFFICERS:** The Officers of this Department shall consist of Chief, Assistant Chief, Training Officer, Safety Officer, Secretary, and Treasurer.
5. **APPOINTMENTS:** The Chief or Assistant Chief or next in command, may at any time appoint a Steward. A foreman shall have the authority to make such details of men to the various departments as he seems necessary,

### **ARTICLE III ORDER OF BUSINESS**

The order of business shall follow the Roberts Rules of Order.

### **ARTICLE IV NOTICE OF SPECIAL MEETING**

A notice of Special Meeting shall be given 48 hours prior to the time of such meeting. Meeting notice will be given by pager.

### **ARTICLE V DUTIES OF MEMBERS**

1. It shall be the duty of each member to promptly attend all alarms of fire, drills and meetings of the Department unless excused by the officer in charge.
2. It shall be the duties of the foreman to check their trucks and report any irregularities to Chief or Assistant Chief and make necessary repairs immediately.
3. New members shall be placed on a 24 month probation period from the date of hire. Probation members are required to

complete Firefighter I and II within said time. If member does not complete above courses they may be terminated from department.

4. It shall be the duty of each member to report any faulty equipment at the end of each fire or drill.

## ARTICLE VI

### DISCIPLINE AND OR DISCHARGE

1. Whenever a member is reported to be negligent in carrying out their duties, they may be requested to give a justification of their conduct, and if such justification is deemed insufficient, they may be reprimanded and /or terminated from Department.
2. A member may also be reprimanded and/or terminated for any of the following reasons
  - A. 1 unexcused and 2 excused Meetings per Calendar year.
  - B. Giving a false excuse for their delinquency
  - C. Being found guilty of any conduct bringing disgrace to the Department.
  - D. Any member not attending at least 25% of fire calls per year shall not be eligible to receive the retirement contribution for said year.

## ARTICLE VII

### LEAVES OF ABSENCE/ GREIVANCE PROCEDURE

1. Any member may request in writing a leave of absence of up to 6 months, If approved the member will not be eligible for benefits during said leave.

2. A member may file a grievance in writing to be reviewed and voted upon by the Department.

## ARTICLE VIII

### MILITARY SERVICE

1. Military Service shall follow Federal Law

## ARTICLE IV

### RULES OF ORDER

1. The presiding officer shall have the following duties:
  - A. To preserve order
  - B. To appoint all committees as needed.
  - C. To cast deciding vote on tied votes

## ARTICLE X

### COMMITTEES

1. All Committees appointed to transact business on behalf of the Department shall report at the next regular meeting. The first member appointed shall be chairman of such committee. It shall be their duty to designate time and place of meetings and notify all members of committee.



## **ARTICLE XI**

### **AMENDMENTS OF BY-LAWS**

The by-laws shall be equally binding and no changes or amendments shall be made unless proposed in writing. Any proposed amendments or changes shall not be acted upon for a one month period. To be adopted it must pass by a 2/3rds vote of members present.

The undersigned attest that the above by laws were amended and adopted by a vote of at least 2/3rds majority of the members present on this day

## **B. PHYSICAL REQUIREMENTS**

1. All members must have successfully completed a physical examination before end of probation period
2. Interior Attack Firefighter: If the individual wishes to do interior attack firefighting they must complete Fit testing and lung capacity testing as provided by the department.

## **C. BUILDING MAINTANENCE AND DRILLS**

**HOUSEKEEPING:** This shall be the duty of the 2 men listed on the work schedule. These duties include cleaning both restrooms more than 1 time a month, mopping of floors, removing of garbage, shoveling of sidewalk and doorways, lawn mowing, sweeping truck bay, vacuuming meeting room, and preparing lunch for regular monthly meeting. At the end of the month the hall should be left clean for the next 2 fireman on the list.

## **D. USE OF HALL AND EQUIPMENT**

1. The fire hall meeting rooms shall be used for all meetings of the Department such as training, fire prevention, and social events. The hall shall not be used by any other organization unless permission is granted by the Chief or Assistant Chief. The fire hall may be used by and current or retired member

for any reason. It shall be said members responsibility to clean hall after use.

2. No gear and/or equipment may be taken from the hall without permission from the Chief or assistant Chief.  
All fires must be paged. No truck may be used to extinguish a fire without the fire being paged.

#### **E. ORGANIZATIONAL STRUCTURE**

##### **1. Chain of Command**

- a. Chief
- b. Assistant Chief
- c. Training Officer
- d. Safety Officer
- e. Seniority

##### **2. Job Descriptions**

- A. Chief: Fire command, City to Fire Dept. liaison, Report to City Council, in charge of all meetings of Dept. set policy, appoint committees, in charge of all personnel, commendation, reprimands, conflicts, etc.
- B. Assistant Chief: 2<sup>nd</sup> in command, Chairman of equipment, in charge of operations on fire ground.
- C. Training Officer: In charge of all training and records, 3<sup>rd</sup> in command provide training to all fireman on monthly drills.
- D. Safety Officer: Monitor safety at fire scene, in charge of all personnel gear, document all gear checked on monthly basis, assist training officer in monthly drills.
- E. Secretary: Responsible for all fire reports and filing of reports, keep minutes of all regular and relief association meetings.

- F. Treasurer: Keep accurate records of all financial aspects of Fire Department.
- G. Truck Foreman: Truck Maintenance, report any problems to Chief or Assistant Chief, run engines and pumps weekly, keep trucks clean, make sure radios are charged and working.
- H. Negligence of Duties may result in reprimand or termination of job duties.

I, \_\_\_\_\_ as a member of Madison Fire Department will  
  
abide by these bylaws.

Dated:

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 19-38**

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

**RESOLUTION ESTABLISHING ASSIGNMENT OF SALARIES  
WATER AND WASTEWATER OPERATOR**

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

**WHEREAS**, the City Council is determining that the establishment of pay grade & range step shall be contained in this resolution with effective starting salary on October 29, 2019 and continuing thereafter until modified therein; and

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

**ASSIGNMENT OF PAY GRADE & RANGE STEP SCHEDULE 2019**

<u>Title</u>	<u>Grade</u>	<u>Range Step</u>	<u>Salary</u>
Water and Wastewater Operator	7	B	\$17.96/hr.

**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 Water and Wastewater Operator as contained herein with an effective date of October 29, 2018 with payment continuing thereafter until modified therein.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 19-38 was declared duly passed and adopted this 28<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
Maynard Meyer, Acting Mayor

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

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 19-39**

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

**RESOLUTION ESTABLISHING ASSIGNMENT OF SALARIES  
ELECTRIC LINE SUPERVISOR**

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

**WHEREAS**, the City Council is determining that the establishment of pay grade & range step shall be contained in this resolution with effective starting salary on October 15, 2019 and continuing thereafter until modified therein; and

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

**ASSIGNMENT OF PAY GRADE & RANGE STEP SCHEDULE 2019**

<u>Title</u>	<u>Grade</u>	<u>Range Step</u>	<u>Salary</u>
Electric Line Supervisor	15	Max	\$40.95/hr

**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 Electric Line Supervisor as contained herein with an effective date of October 15, 2019 with payment continuing thereafter until modified therein.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 19-39 was declared duly passed and adopted this 28th day of October, 2019.

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

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

**CITY OF MADISON, MINNESOTA  
RESOLUTION 19-42**

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

**RESOLUTION ESTABLISHING MEAL REIMBURSEMENT  
RATES FOR CITY BUSINESS PURPOSES**

WHEREAS, the City Council is desirous of establishing meal reimbursement rates to be used when conducting business related to the City of Madison; and

WHEREAS, the City Council is interested in setting the following rates to be used in conjunction with § 33.02 of the Madison City Code

Meals  
Breakfast: \$10.00  
Lunch: \$15.00  
Dinner: \$25.00

Note: Where the meal rate is part of a conference, seminar, workshop or similar function, the rate included in the fees for the event will be paid in lieu of the above stated schedule. A total daily maximum meal allowance of \$50.00 or the above schedule is the authorized amounts that can be paid for reimbursement. Any amounts in excess are not subject to reimbursement. Reimbursement within the limits stated herein will be based on actual costs. Reimbursement is not allowed for alcoholic beverages.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of Madison, Lac Qui Parle County, Minnesota does hereby adopt this resolution and authorize the action stated therein.

Upon vote taken thereon, the following voted

For:

Against:

Whereupon said Resolution No. 19-42 was declared duly passed and adopted this 28th day of October, 2019.

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

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

**CITY OF MADISON, MINNESOTA  
RESOLUTION 19-43**

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

**RESOLUTION APPOINTING CITY OF MADISON  
ZONING ADMINISTRATOR**

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

**WHEREAS** the previous Zoning Administrator will be reassigned retroactively as of October 1<sup>st</sup>, 2019, and it is the duty of the City Council to appoint the successor.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Madison, Lac qui Parle County, Minnesota, that Todd Erp is hereby retroactively appointed Zoning Administrator effective October 1<sup>st</sup>, 2019; and will fulfill all the duties as stated in the City of Madison Zoning Code.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 19-43 was declared duly passed and adopted this 28<sup>th</sup> day of October, 2019.

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

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



# **STF: Strengthening the Family**

***\*\*Serving the LqPV School District\*\****



Date:

Name: *City of Madison*

Strengthening the Family (STF) is an organization that is devoted to helping make a difference in the community. Our goal is to provide a variety of opportunities to all area youth, with emphasis on kids in need, to foster more resilient and successful children. We achieve this goal by funding the employment of the Lac qui Parle Child Guide as well as the Asset Builder advisors, all of whom use the curriculum based on the 40 Developmental Assets generated by Search Institute of Minneapolis.

We ask that you consider supporting our cause. Our yearly fund goal is approximately \$18,000. Funds from the donations will be used to directly support our program.

Strengthening the Family relies on support of generous donors such as you. Your donation will help ensure the success of our program.

We thank you for your consideration of our request, and look forward to hearing from you in the near future. If you need more information, would like someone to present at your organization's meeting or have any questions please contact, the Community Ed Office 1-877-889-4153.

Sincerely,

Current Board Members:

Sheri Hanson, Maureen Heinecke, Rich Isder, Heidi Kellen, Tom Moe, Karin Moen, Paul Raymo, Greg Schmidt Kipp Stender, Steven Sterud, Dan Struxness, Gloria Tobias, Julie Asfeld (Asset Builder Advisor) Heather Piotter (Asset Builder Advisor)

## SCHEDULED CLAIMS LIST

UPCK#58789-58801

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				BANK 1 - KLEIN/UNITED PRAIRIE			
				110 ARCTIC GLACIER USA, INC			
102219	1	10/22/19	10/22/19	LIQ-ICE EXPENSE	30.09	609 609-49750-251	1
				INVOICE TOTAL	30.09		
				VENDOR TOTAL	30.09		
				172 BELLBOY CORPORATION			
102219	1	10/22/19	10/22/19	LIQ-LIQUOR EXPENSE	1,775.66	609 609-49750-251	1
				INVOICE TOTAL	1,775.66		
				VENDOR TOTAL	1,775.66		
				190 BEVERAGE WHOLESALERS			
102219	1	10/22/19	10/22/19	LIQ-LIQUOR EXPENSE	3,347.00	609 609-49750-251	1
				INVOICE TOTAL	3,347.00		
				VENDOR TOTAL	3,347.00		
				482 DAWN CHAPMAN			
102219	1	10/22/19	10/22/19	UTIL DEP-D CHAPMAN	64.15	604 604-36232	1
				REFUNDED BY FSC			
				INVOICE TOTAL	64.15		
				VENDOR TOTAL	64.15		
				510 CITY OF MADISON			
102219	1	10/22/19	10/22/19	SEW-OUT WT REINB	940.80	602 602-49470-810	1
				INVOICE TOTAL	940.80		
				VENDOR TOTAL	940.80		
				3381 COCA-COLA BOTTLING			
102219	1	10/22/19	10/22/19	LIQ-POP EXPENSE	74.00	609 609-49750-251	1
				INVOICE TOTAL	74.00		
				VENDOR TOTAL	74.00		
				811 FRONTIER COMMUNICATIONS CORP			
102219	1	10/22/19	10/22/19	WT-CIRCUIT 11/19	43.43	601 601-49400-321	1
				INVOICE TOTAL	43.43		
				VENDOR TOTAL	43.43		
				3467 FRONTIER COMMUNICATIONS			
102219	1	10/22/19	10/22/19	WT PLANT ALARM-PHONE-due 11/6/	44.35	601 601-49400-321	1
	2			SK RINK-PHONE-due 11/6/19	163.76	101 101-45127-321	1
	3			WWTP ALARM-PHONE-due 11/6/19	44.20	602 602-49450-321	1
	4			ADMIN-PHONE-due 11/6/19	167.73	101 101-41320-321	1
	5			LIB-PHONE-due 11/6/19	104.75	101 101-45500-321	1
	6			SEW-PHONE-due 11/6/19	20.95	602 602-49450-321	1
	7			LINE-PHONE-due 11/6/19	20.95	604 604-49570-321	1
	8			STR-PHONE-due 11/6/19	41.90	101 101-43100-321	1
	9			LIQ-PHONE-due 11/6/19	41.90	609 609-49750-321	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	10			WT-PHONE-due 11/6/19	20.95	601 601-49400-321	1
	11			FIRE-PHONE-due 11/6/19	41.90	101 101-42200-321	1
	12			LIB-PHONE-due 11/6/19	67.80	101 101-45500-321	1
	13			PAC-PHONE-due 11/6/19	33.90	101 101-45180-321	1
	14			ELEC-PHONE-due 11/6/19	16.95	604 604-49570-321	1
	15			STR-PHONE-due 11/6/19	16.95	101 101-43100-321	1
				INVOICE TOTAL	848.94		
				VENDOR TOTAL	848.94		
				1160 JOHNSON BROS-ST.PAUL			
102219	1	10/22/19	10/22/19	LIQ-LIQUOR EXPENSE	1,505.91	609 609-49750-251	1
				INVOICE TOTAL	1,505.91		
				VENDOR TOTAL	1,505.91		
				1560 MADISON BOTTLING CO.			
102219	1	10/22/19	10/22/19	LIQ-BEER EXPENSE	3,118.80	609 609-49750-251	1
				INVOICE TOTAL	3,118.80		
				VENDOR TOTAL	3,118.80		
				2416 RURAL SOLUTIONS INC			
8937	1	10/22/19	10/22/19	ADMIN-FLASH DRIVE	38.99	101 101-41320-409	1
				INVOICE TOTAL	38.99		
				VENDOR TOTAL	38.99		
				2830 VERIZON WIRELESS			
102219	1	10/22/19	10/22/19	WTP-CELL PHONE	26.83	601 601-49400-325	1
	2			SEW-CELL PHONE	26.83	602 602-49450-325	1
	3			AMB-CELL PHONE	40.01	201 201-44100-325	1
				INVOICE TOTAL	93.67		
				VENDOR TOTAL	93.67		
				BANK 1 - KLEIN/UNITED PR TOTAL	11,881.44		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	11,881.44		
				GRAND TOTALS	11,881.44		

## SCHEDULED CLAIMS LIST

UP CK#58802-58813

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
BANK 1 - KLEIN/UNITED PRAIRIE							
293 BOUND TREE MEDICAL LLC							
102219	1	10/22/19	10/22/19	AMB-SUPPLIES	193.29	201 201-44100-217	1
				INVOICE TOTAL	193.29		
				VENDOR TOTAL	193.29		
3342 BUILDERS FIRSTSOURCE INC							
5254713	1	10/22/19	10/22/19	STR-SHOP TOOLS	40.98	101 101-43100-240	1
				INVOICE TOTAL	40.98		
5305452	1	10/22/19	10/22/19	STR-SHELVING @ PUBLIC WRKS	180.17	101 101-43100-223	1
				INVOICE TOTAL	180.17		
5380870	1	10/22/19	10/22/19	STR-4X4 BLOCKING FOR HAULING	28.94	101 101-43100-219	1
				INVOICE TOTAL	28.94		
				VENDOR TOTAL	250.09		
766 FARMERS MUTUAL TELEPHONE							
102219	1	10/22/19	10/22/19	ADMIN-INTERNET 10/19	109.95	101 101-41320-323	1
	2			FIRE-INTERNET 10/19	71.95	101 101-42200-323	1
	3			GRAND-INTERNET 10/19	71.95	101 101-45181-323	1
	4			AMB-INTERNET 10/19	71.95	201 201-44100-323	1
	5			WT-INTERNET 10/19	71.95	601 601-49400-323	1
	6			SEW-INTERNET 10/19	71.95	602 602-49450-323	1
	7			ELEC-INTERNET 10/19	71.95	604 604-49570-323	1
	8			LIQ-INTERNET 10/19	71.95	609 609-49750-323	1
	9			ADMIN-INTERNET 10/19	15.00	101 101-41320-323	1
	10			GRANDINTERNET 10/19	15.00	101 101-45181-323	1
				INVOICE TOTAL	643.60		
				VENDOR TOTAL	643.60		
813 FRENCH GLASS							
102219	1	10/22/19	10/22/19	SEW-SERVICE DOOR	150.00	602 602-49450-401	1
				INVOICE TOTAL	150.00		
				VENDOR TOTAL	150.00		
877 GREAT RIVER PRINTING SERV							
11682	1	10/22/19	10/22/19	ADMIN-HEATSHARE BROCHURES	300.00	101 101-41320-202	1
				INVOICE TOTAL	300.00		
				VENDOR TOTAL	300.00		
3562 DAVID JOHNSON							
102219	1	10/22/19	10/22/19	PARKS-HEATERS FOR JACOBSON PAR	277.85	101 101-45200-404	1
				INVOICE TOTAL	277.85		
				VENDOR TOTAL	277.85		
1326 LQP CO-OP OIL							
102219	1	10/22/19	10/22/19	FIRE-FUEL EXPENSE	3.70	101 101-42200-212	1

## SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				INVOICE TOTAL	3.70		
				VENDOR TOTAL	3.70		
102219	1	10/22/19	10/22/19	1706 MEDIACOM FIRE-DIGITAL ADAPTER	8.40	101 101-42200-321	1
				INVOICE TOTAL	8.40		
				VENDOR TOTAL	8.40		
2011764	1	10/22/19	10/22/19	3481 MIDWEST MACHINERY CO SEW-PLIERS-SEWER COLLECTION	37.31	602 602-49460-227	1
	2			WT-PLIERS-SEWER COLLECTION	37.31	601 601-49430-227	1
				INVOICE TOTAL	74.62		
				VENDOR TOTAL	74.62		
1000003	1	10/22/19	10/22/19	1541 MVTL LABORATORIES INC WT-REGULAR TESTING	19.40	601 601-49400-409	1
	2			SEW-REGULAR TESTING	257.40	602 602-49450-409	1
				INVOICE TOTAL	276.80		
1000225	1	10/22/19	10/22/19	WT-REGULAR TESTING	16.50	601 601-49400-409	1
				INVOICE TOTAL	16.50		
				VENDOR TOTAL	293.30		
06388779	1	10/22/19	10/22/19	3655 POSITIVE PROMOTIONS, INC FIRE-STADIUM CUPS	373.16	101 101-42200-219	1
				INVOICE TOTAL	373.16		
				VENDOR TOTAL	373.16		
190007-14	1	10/22/19	10/22/19	3447 VEIT & COMPANY, INC SEW-MOB/TELEVISION	3,001.50	602 602-49460-409	1
				INVOICE TOTAL	3,001.50		
				VENDOR TOTAL	3,001.50		
				BANK 1 - KLEIN/UNITED PR TOTAL	5,569.51		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	.00		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	5,569.51		
				GRAND TOTALS	5,569.51		

### Debit Card Purchases for Council Approval

<b>Purchase Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Acct #</b>	<b>Debit Card Holder</b>
10/18/2019	Amazon	PARKS-MEM TABLE RIVETS	\$11.64	101-45200-441	Alex Geerdes
10/18/2019	Ramada	STR-LINMAN CROSS TRAIN/LODGE TE	\$178.40	101-43100-180	Alex Geerdes
10/21/2019	OSI Batteries	AMB-STRYKER BATTERY	\$189.98	201-44100-240	Scott Schake
10/21/2019	Post Master-USPS	AMB-POSTAGE FOR BATTERY	\$8.75	201-44100-240	Scott Schake
10/22/2019	EMSRB	AMB-RENEW APP FOR BASIC LIFE SUPP	\$153.95	201-44100-433	Scott Schake
10/23/2019	PlaqueMaker	PARKS-MEM TABLE SIGN-B&M	\$51.00	101-45200-441	Cheri Tuckett