

CITY OF MADISON
AGENDA AND NOTICE OF MEETING
Regular Meeting of the City Council – **5:00 P.M.**
Monday, January 10, 2022
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 29, 2021 regular meeting are enclosed. A MOTION is in order. (Council)
- 4. ANNUAL MEETING** (clerk/council) Page 4
 - A. Resolution 22-01, titled, “Resolution Establishing Council Meetings Time, Date & Place”.
A MOTION is in order. (Council)
 - Page 5
B. Resolution 22-02 titled, “Designation of Newspaper.” A MOTION is in order. (Council)
 - Page 6
C. Resolution 22-03, titled, “Designation of Depository.” A MOTION is in order. (Council)
 - Page 7
D. Resolution 22-04, titled, “Election of Acting Mayor.” A MOTION is in order. (Council)
 - Page 8
E. Resolution 22-05, titled, “Resolution Ratifying Council Boards & Commissions appointments.” A MOTION is in order. (Council)
 - Page 10
F. Resolution 22-06, titled, “Resolution Ratifying Committee Appointments”. A MOTION is in order. (Council)
 - Page 11
G. Resolution 22-07, titled, “Resolution Designating an Authorized Representative to the Western MN Municipal Power Agency. A MOTION is in order. (Council)
 - Page 12
H. Resolution 22-08, 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.	Ehlers Annual Investment Report - 2021 - receive	Page 13
B.	MMUA Safety Schedule – 2022 - receive	Page 14
C.	Computer Commuter – December 2021 – receive	Page 15
D.	Liquor Store Report – December 2021 – receive	Page 16
E.	MEDA Loan Note Status – December 2021 – receive	Page 18
F.	Revenue Expense Report – December 2021 – receive	Page 19
G.	Cash Investment Balance – December 2021 – receive	Page 23
H.	Reserve and Capitol Project Funds – December 2021 – receive	Page 24

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 <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
		Page 25
B.	Res 22-09 – Ambulance Department Officers. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
		Page 26
C.	Res 22-10 – Fire Department Officers. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
D.	Res 21-11– Fee Schedule. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
		Page 27
E.	Res 22-12– Joint Resolution for Orderly Annexation - Zielger. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
		Page 31
F.	Res 22-13 – Providing Local Match and Authorization for Application – EDA EAA Grant. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
		Page 32
G.	Notice of internal Filing of Schedule C: Calculation of Average Retail Energy Rate – Minn. Rules 7835.0650. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
H.	2022 Wellness Program. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
		Page 46
I.	Approve Liquor License – Torchwood Comm LLC. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	
		Page 48
J.	Approve 2022 Audit Contract. A <u>DISCUSSION</u> and <u>MOTION</u> may be in order. (Manager, Council)	

K. Approve MH Historical and Culture Heritage Grant Agreement. A DISCUSSION and MOTION may be in order. (Manager, Council)

L. 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)

- Sunshine Fund Memo
- SWMNHP Forum

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Page 70

9. MAYOR/COUNCIL REPORTS (Mayor/Council)

10. AUDITING CLAIMS

Page 71

A copy of the Schedule Payment Report of bills submitted December 29, 2021 through January 10, 2022 is attached for approval for Check No. 62250 through Check No. 62260, 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 29, 2021**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Greg Thole on Wednesday, December 29, 2021, at 12:08 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 Manager Val Halvorson and City Clerk Christine Enderson. Absent was Councilmember Tim Volk.

AGENDA

Upon motion by Meyer, seconded by Zahrbock and carried, the Agenda was approved as amended. Additions include the LqP County Maintenance Agreement.

MINUTES

Upon motion by Zahrbock, seconded by Conroy and carried, minutes of the December 13, 2021, meeting were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

Kristine Shelstad with the Madison Mercantile provided Council with an update on The Mercantile's liquor license application and her intentions of its use.

CONSENT AGENDA

Upon motion by Conroy, seconded by Zahrbock and carried, the Consent Agenda was approved as presented.

CITY COUNCIL CHECKLIST

Council reviewed the checklist. No action taken.

CITY CONTRACTS

Expert Billing: Upon motion by Meyer, seconded by Zahrbock and carried, Council approved execution of an Agreement between the City of Madison and Expert Billing for the ambulance billing at a rate of \$29.00 per each billable transport starting January 1, 2022 and continue through December 31, 2026.

LqP Racing Association: Upon motion by Meyer, seconded by Zahrbock and carried, Council authorized execution of an Agreement between the City of Madison and LqP Racing Association which requires fire and ambulance bills to be paid by December 31st of each year and approves the use of city grader for track maintenance for the 2022 racing season.

Dog Kennel Services: Upon motion by Meyer, seconded by Zahrbock and carried, Council approved execution of a Memorandum of Understanding between the City of Madison and Jen Wold, dba Gemini Kennels for the purpose of caring for lost and abandoned dogs for calendar year 2022 in exchange for a \$500.00 donation, regardless of the number of dogs transferred to the facility.

City Hall Maintenance Agreement: Upon motion by Meyer, seconded by Zahrbock and carried, Council approved execution of a Building Maintenance Agreement between the City of Madison and Nicole Siedschlag for cleaning and maintenance services at the Madison City Hall for calendar year 2022 at a cost of \$1,000.00 per month.

Madison Public Library Maintenance Agreement: Upon motion by Meyer, seconded by Zahrbock and carried, Council approved execution of a Building Maintenance Agreement between the City of Madison and Old Army Services for cleaning and maintenance services at the Madison Public Library for calendar year 2022 at a cost of \$775.00 per month.

Property Assessment Agreement: Upon motion by Meyer, seconded by Zahrbock and carried, Council authorized execution of a City Assessor Contract between the City of Madison and Lac qui Parle County for the provision of city assessor services for the 2023, 2024, and 2025 assessment years with compensation of \$17.00 per parcel for the 2023 assessment, \$18.70 for the 2024 assessment, and \$20.57 for the 2025 assessment.

Emergency Management: Upon motion by Meyer, seconded by Zahrbock and carried, Council approved the execution of an Independent Contractor Agreement between the City of Madison and Paramount Planning Group, LLC, for the provision of emergency management services from July 1, 2021 through December 31, 2022 at a cost of \$400 per month for a planned 8 hours of work per month in completing outlined tasks with a special project rate at \$75.00 per hour.

Utility Bill Mailing Preparation: Upon motion by Meyer, seconded by Zahrbock and carried, Council approved execution of an Independent Contractor Agreement between the City of Madison and Isaiah Tuckett for business services related to utility bill mailing preparation for calendar year 2021 at a cost of \$150.00 per month.

POLLING PLACE DESIGNATION

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 21-49** titled “Resolution Designating Polling Place” was adopted. The designation is effective for the 2022 calendar year. A complete copy of Resolution 21-49 is contained in City Clerk’s Book #10.

BUDGETED FUND TRANSFERS

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 21-52** titled “Fund Transfer Adjustment Effective December 29, 2021” was adopted. This resolution would provide for annual budgeted transfers as recommended by City Manager. A complete copy of Resolution 21-52 is contained in City Clerk’s Book #10.

COUNTY MAINTENANCE AGREEMENT

Upon motion by Conroy, seconded by Meyer and carried, Council approved the supplemental agreement between the City of Madison and Lac qui Parle County for the maintenance and snow removal of certain county roadways within city limits of which the County will pay the City \$6,003.00 starting March of 2022.

CITY MANAGER’S REPORT

Fiber Committee: City Manager Halvorson revealed to Council that the City received one proposal for the fiber project from Farmers Mutual Telephone Company. The proposal stated the project will be an estimated cost of \$2 million, which is \$500,000 more than projected; however, extra funds will not be requested from the City. The next step is for City Manager Halvorson and City Attorney Rick Stulz to review the proposal and schedule a committee meeting to discuss the process and timeline.

Water Wastewater Operator Timeline: City Manager Halvorson informed Council of the timeline to hire a Water Wastewater Operator. City Manager Halvorson also stated that temporary staff will continue working through January 21 to cover the FMLA leave and other staff gone twice a week.

Land Acquisition Closing: The first of two closings was in early December and the second closing is scheduled for January 3, 2022.

Streets: The blower is currently looking into being repaired after unforeseen circumstances. In the meantime, City Manager Halvorson and Streets Supervisor Todd Erp are brainstorming backup plans if there is to be another snowfall until repairs are complete. Mayor Thole suggested looking into purchasing another blower in the near future.

Skating Rink: The rink may need another layer and is hopeful for opening as soon as possible.

Next Council meeting: Committee assignments will be discussed and whether any changes need to be made.

MAYOR/COUNCIL REPORTS

Noon meetings: It was mentioned to have all councilmembers present or given the opportunity to be present at noon meetings if the case were to arise.

Underground Electric: There was a suggestion to create a policy that requires electric wiring be enclosed in plastic conduit when installed underground. This came up after a number of underground breaks occurred in a short amount of time and the plastic conduit would have prevented it from happening.

Snow Removal: Mayor Thole reported one complaint he received about quality and timeliness of snow removal. Council members present did not have any concerns to address regarding snow removal.

DISBURSEMENTS

Upon motion by Meyer, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between December 13th and December 29th, 2021. These disbursements include United Prairie Check Nos. 62199-62248 as well as debit card purchases made between November 8th and December 25th, 2021.

There being no further business, upon motion by Conroy, seconded by Zahrbock and carried, meeting adjourned at 1:03 p.m.

Greg Thole - Mayor

ATTEST:

Christine Enderson – City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-01**

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 2022.

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 2022 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. 22-01 was declared duly passed and adopted this 10th day of January, 2022.

_____	Attest: _____
Greg Thole	Christine Enderson
Mayor	City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-02**

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 2022; 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:
Absent:
Abstain:

Whereupon said Resolution No. 22-02 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-03**

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 2022; 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. 22-03 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-04**

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 2022.

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 10th, 2022 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 2022.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 22-04 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-05**

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	Paul Raymo	(Citizen Rep)	(3-year term - December 2023)
	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 2026)
	Jim Connor	(Citizen Rep)	(6-year term - December 2026)
	John Maatz	(County Rep)	(6-year term - December 2021)
	Greg Thole	(Council Rep)	(6-year term - December 2024)
	Ryan Young	(Citizen Rep)	(6-year term - December 2025)
	Karin Moen	(Citizen Rep)	(6-year term - December 2025)
	Matt Monson	(Citizen Rep)	(6-term term - December 2025)
Housing & Red Auth.	Melissa Heinrich	(Citizen Rep)	(5-year term - December 2025)
	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)
	Paul Zahrbock	(Citizen Rep)	(5-year term - December 2024)
Library Board:	Colleen Olson	(County Rep)	(3-year term - December 2023)
	Deb Koester	(City Rep)	(3-year term - December 2024)
	Vicky Vick	(City Rep)	(3-year term - December 2024)
	Courtney Ulstad	(City Rep)	(3-year term - December 2022)
	Kathy Nesvold	(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 2023)
	Julie Hill	(Citizen Rep)	(3-year term - December 2023)
	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 2023)
	Greg Schmidt	(Citizen Rep)	(3-year term - December 2024)
	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 2023)
	Paul Zahrbock (Alt.)	(Council Rep)	(3-year term - December 2024)
	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. 22-05 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**CITY OF MADISON MINNESOTA
RESOLUTION 22-06**

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 2022 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)

Christine Enderson (recommended) [Exofficio – nonvoting]

Physician/Medical Recruitment (EDA)

Greg Thole (EDA Member)

Maynard Meyer (Council Member)

Val Halvorson (Staff)

Upon the vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 22-06 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**CITY OF MADISON MINNESOTA
RESOLUTION NO. 22-07**

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. 22-07, was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**CITY OF MADISON MINNESOTA
RESOLUTION NO. 22-08**

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. 22-08 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

City of Madison Investment Report

01/01/2021 - 12/31/2021

Madison General Funds (169724)

Dated: 01/06/2022

Portfolio Summary

	Portfolio
Client	City of Madison
Custodian	TD Ameritrade
Source Account	943009325
Original Units	5,182,477.76
Net Unrealized Gain/Loss	60,151.55
Market Value	5,132,010.01
Book Yield	1.68%
Duration	2.09
S&P Rating	A+
Moody's Rating	A1

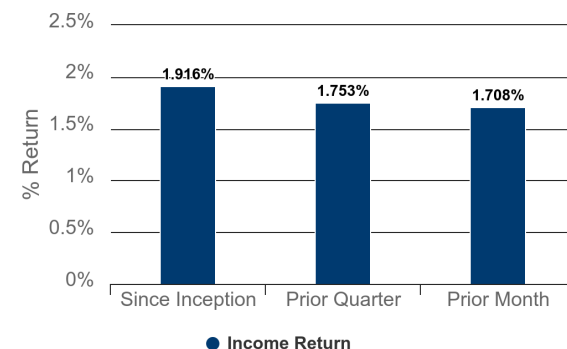
Footnote: 1

GAAP Income Detail

	Portfolio
Account	Madison General Funds
MMF Payment Received Income	34.20
Coupon Received Income	113,047.16
Realized Gain	26,206.95
Other Income	0.00
Management Fees	-8,595.79
Total Net Income	104,485.57

Footnotes: 2,3

Performance Summary



Portfolio Composition

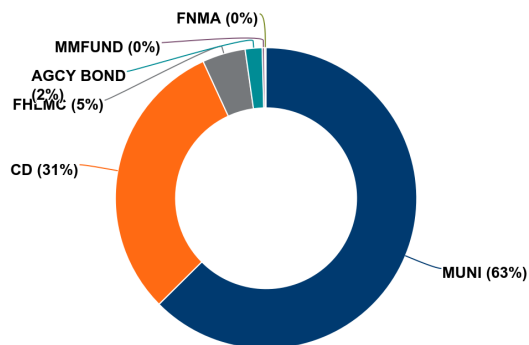
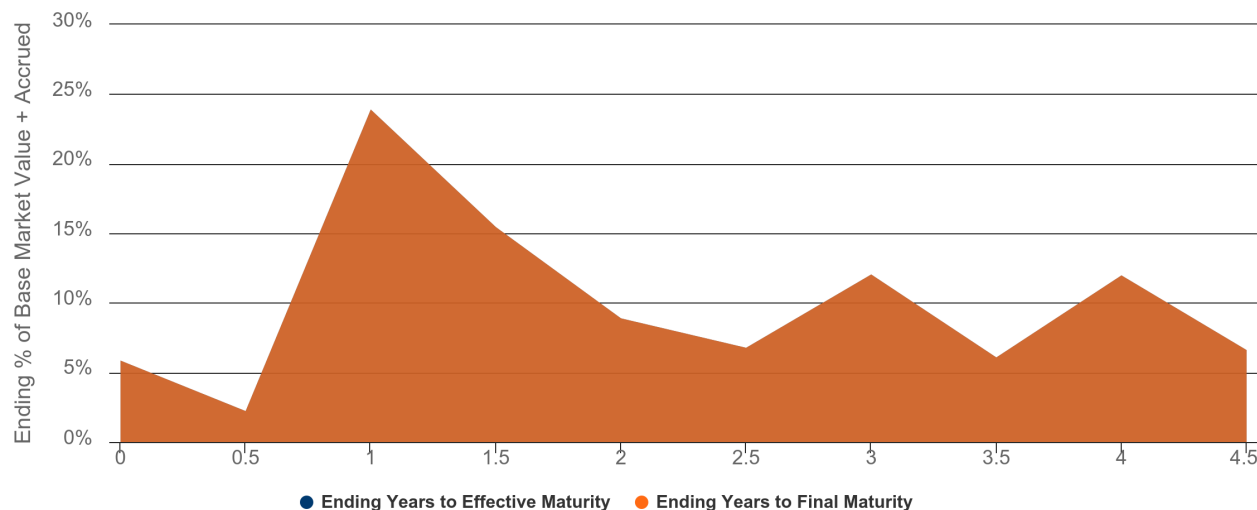


Chart calculated by: % of Market Value + Accrued

Time To Maturity



Safety Meeting Schedule 2022

Madison

January 5 - Job Briefing and Tailgates/ AWAIR Review

January 26 - Compressed Gases/ HazCom
*Hotsticks and Grounds Testing

March 22 - Ergonomics

April 12 - Temporary Traffic Control
*Bucket Rescue

May 10 - Excavation Safety

May 31 - Work Vehicle Safety/ UTV

July 5 – Fire Safety

August 9 - Accident Investigation

September 14 - Height Safety

October 11 - Personal Protective Equipment

November 1 - Driving Safety

December 21 - Safety Review

LqP Computer Commuter

January 2022 Update

Please find the community totals for December, 2021.

*52 people came on board the LqP Computer Commuter in December. We cancelled operations December 26 due to inclement weather.

*Please contact me if you have questions or concerns. Thank you for your continued support! mary.quick@lqpc.com

December 2021 Attendance

	Dec 1	Dec 6	Dec 13	Dec 20	Dec 27	' Totals
Bellingham		1	1	0	0	2
Boyd	3	3	3	4	4	17
Dawson	2	3	3	3	0	11
Madison		3	2	1	CXL	6
Marietta		0	3	2	CXL	5
Nassau		3	4	2	2	11
Totals	5	13	16	12	6	52

Memo

To: City Administrator & City Council

From: Dale Hiepler, Liquor Store Manager

Date: 1/7/2022

Re: December & Year End Sales

Sales for December were \$43,969 compared to \$51,057 last year: a \$7,088 decrease. One reason is we lost a Friday and a Saturday sales day because of the way the holiday landed. These are our two busiest days of the week; we would normally have \$6000-\$7000 in sales on the two days right before Christmas. Another reason would be that in the second week of December last year, Covid cases increased dramatically so more people stayed home rather than go the bars. This fact was shown by the fact that we increased sales in December last year by \$11,745 over the previous year.

For the year we showed sales of \$484,097 compared to \$504,880, a \$20,783 decrease; from the initial pandemic year; but a \$64,964 increase over 2019. I believe we're seeing the dynamics changing in how people consume alcohol; from being in bars to more people having social gatherings at home.

One interesting fact about 2021 sales was that even though we had a \$20,783 decrease in sales; liquor/wine sales actually showed an increase of \$5,934 over last year. Beer sales continue the national downward trend by showing a decrease of \$24,865 from last year, but an increase of \$26,752 over 2019.

Happy New Year!

**CITY OF MADISON
MUNICIPAL LIQUOR STORE**

LIQUOR DISPENSARY REPORT
Statement for the month of December 2021

SALES	2020	2021	% of Sales	2020 YTD	2021 YTD	% of Sales
Liquor	22745.98	20529.59	46.69%	178,322.34	184,256.37	38.06%
Beer	27127.01	22481.72	51.13%	312,581.18	287,160.44	59.32%
Mix, Ice, Etc.	1184.95	958.21	2.18%	13,976.55	12,681.07	2.62%
TOTAL SALES	51057.94	43,969.52	100.00%	504,880.07	484,097.88	100.00%
COST OF SALES						
Inventory at 1st of month	39990.77	49665.31	112.95%	421,582.11	481,067.90	99.37%
Purchases	25359.17	19027.17	43.27%	337,591.48	334,614.28	69.12%
Freight	150.06	230.21	0.52%	2210.41	2539.88	0.52%
Inventory at end of month	31291.18	38583.72	87.75%	423,897.00	488,360.44	100.88%
TOTAL COST OF SALES	34208.82	30,338.97	69.00%	337,487.00	329,861.62	68.14%
GROSS PROFIT	16849.12	13,630.55	31.00%	167,393.07	154,236.26	31.86%
OPERATING EXPENSE						
Labor	6291.75	6413.80	14.59%	54,565.56	54,311.28	11.22%
PERA	268.52	235.49	0.54%	2,196.47	2,148.26	0.44%
FICA	481.19	490.52	1.12%	4,163.91	4,153.38	0.86%
Mandatory Medicare	0.00	0.00	0.00%	0.00	0.00	0.00%
* Worker's Compensation	196.96	208.44	0.47%	2,364.07	2,501.39	0.52%
City Health Insurance	309.97	309.97	0.70%	3,606.24	3,719.64	0.77%
General Supplies	110.96	111.13	0.25%	351.20	751.25	0.16%
* Audit Service	83.37	83.37	0.19%	1,000.00	1,000.00	0.21%
Dues & Subscriptions	0.00	0.00	0.00%	941.00	414.00	0.09%
Licenses & Taxes	0.00	0.00	0.00%	20.00	20.00	0.00%
Telephone & Internet	114.01	111.27	0.25%	1,363.72	1,339.56	0.28%
Advertising	811.50	548.00	1.25%	4,060.84	3,959.90	0.82%
Utilities	467.95	478.78	1.09%	5,994.79	5,067.39	1.05%
* Property Insurance	146.97	161.50	0.37%	1,763.20	1,938.00	0.40%
Training	0.00	0.00	0.00%	0.00	0.00	0.00%
Building Maint.	0.00	373.28	0.85%	0.00	785.65	0.16%
Equipment Maint.	647.63	0.00	0.00%	664.13	61.05	0.01%
Contractual Services	1131.18	1020.57	2.32%	9,958.99	9,408.83	1.94%
Travel	0.00	0.00	0.00%	0.00	0.00	0.00%
* Dram Shop Insurance	34.88	37.88	0.09%	418.89	455.00	0.09%
Miscellaneous	0.00	0.00	0.00%	0.00	0.00	0.00%
Depreciation	780.46	464.63	1.06%	5,575.56	5,575.56	1.15%
TOTAL OPERATING EXPENSE	11877.30	11048.63	25.13%	99,008.57	97,610.14	20.16%
Operating Income	4971.82	2,581.92	5.87%	68,384.50	56,626.12	11.70%
Nonoperating Revenues:						
Interest Income	0		0.00%			0.00%
NET INCOME	4971.82	2,581.92	5.87%	68,384.50	56,626.12	11.70%

* Standard values per month

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

December 31, 2021

MEDA LOANS (REVOLVING LOAN FUND)

LOAN NAME	NOTE #	FINAL MATURITY	ORIG LOAN Amount	MONTHLY PAYMENT	DAY DELINQ	AMOUNT DELINQ	BALANCE
Susana C. Wittnebel	MGD#1010	10/15/23	\$2,500.00	tax assessment			\$803.41
LqP Ag Society/Fair Board-10 year no interest loan		12/31/27	\$85,000.00	\$3000/year			\$18,000.00
Madison Hometown Lodge		04/01/22	\$2,500.00	\$138.89			\$555.54
Happy Hour		04/01/22	\$2,500.00	\$138.89			\$555.54
MG Entertainment LLC/Grand Theater		07/01/22	\$1,000.00	\$55.56			\$388.84
Lien Lumber/Chyde Strand		08/01/27	\$15,500.00	5% Int, no pay til 8/1/22			\$15,500.00
Torchwood Communications, LLC		07/01/25	\$2,000.00	\$46.00			\$1,815.08
TOTAL MEDA LOANS (REVOLVING LOAN FUND)				\$379.34		\$0.00	\$37,618.41

FUND BALANCE AVAILABILITY

	MEDA LOANS (RLF)	TOTALS
Fund Balance	\$142,975.81	\$142,975.81
Less Loans Outstanding	\$37,618.41	\$37,618.41
Less Payments Outstand	\$0.00	\$0.00
Bank Acct Available as of	\$105,357.40	\$105,357.40
December 31, 2021		

MEDA Balance: \$105,357.40

MEDA FUND BALANCE INCOME

January 2021 Int \$39.13	April 2021 Int \$0.81	July 2021 Int \$0.81	Oct 2021 Int \$11.47
February 2021 Int \$0.76	May 2021 Int \$30.26	Aug 2021 Int \$14.48	Nov 2021 Int \$40.88
March 2021 Int \$0.84	June 2021 Int \$2.46	Sept 2021 Int \$11.72	Dec 2021 Int \$11.20
			2021 YTD Interest \$164.82

REVENUE & EXPENSE REPORT

CALENDAR 12/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL REVENUE	700,424.39	1,983,388.12	1,656,978.00	326,410.12-
	TOTAL EXPENSES	454,482.78	1,983,388.12	1,656,978.01	326,410.11-
	GENERAL TOTAL	245,941.61	.00	.01-	.01-
	TOTAL REVENUE	9,490.36	103,226.33	129,500.00	26,273.67
	TOTAL EXPENSES	26,259.51	103,226.33	116,550.00	13,323.67
	AMBULANCE TOTAL	16,769.15-	.00	12,950.00	12,950.00
	TOTAL REVENUE	701.15	15,029.05	5,300.00	9,729.05-
	TOTAL EXPENSES	6,578.42	15,029.05	.00	15,029.05-
	SCDP GRANT REVOLVING LOAN TOTA	5,877.27-	.00	5,300.00	5,300.00
	TOTAL REVENUE	803.79	171,240.72	7,000.00	164,240.72-
	TOTAL EXPENSES	10,082.82	171,240.72	.00	171,240.72-
	SCDP GRANT 2017 ADMIN TOTAL	9,279.03-	.00	7,000.00	7,000.00
	TOTAL REVENUE	.00	91,166.65	91,100.00	66.65-
	TOTAL EXPENSES	35,871.35	91,166.65	80,150.00	11,016.65-
	EDA TOTAL	35,871.35-	.00	10,950.00	10,950.00
	TOTAL REVENUE	11.20	4,164.82	1,200.00	2,964.82-
	TOTAL EXPENSES	3,964.82	4,164.82	.00	4,164.82-
	EDA REVOLVING LOAN FUND TOTAL	3,953.62-	.00	1,200.00	1,200.00
	TOTAL EXPENSES	.00	.00	.00	.00

REVENUE & EXPENSE REPORT

CALENDAR 12/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	EDA DOWNPAYMENT LOAN TOTAL	.00	.00	.00	.00
	TOTAL REVENUE	20,000.00	20,000.00	21,500.00	1,500.00
	TOTAL EXPENSES	20,000.00	20,000.00	.00	20,000.00-
	SEWR SYSTEM REPLACEMENT TOTAL	.00	.00	21,500.00	21,500.00
	TOTAL REVENUE	.00	.00	.00	.00
	TOTAL EXPENSES	.00	.00	.00	.00
	2009 GO TEMP IMPROVE DEBT TOTA	.00	.00	.00	.00
	TOTAL REVENUE	173.96	6,742,673.51	333,003.00	6,409,670.51-
	TOTAL EXPENSES	33,129.69-	6,742,673.51	335,064.00	6,407,609.51-
	INFRA. REPLACE. DEBT SERV TOTA	33,303.65	.00	2,061.00-	2,061.00-
	TOTAL REVENUE	1,603.36	334,442.94	338,470.00	4,027.06
	TOTAL EXPENSES	224,342.94	334,442.94	336,465.00	2,022.06
	2015 GO REFUNDING DS TOTAL	222,739.58-	.00	2,005.00	2,005.00
	TOTAL REVENUE	.00	143,512.50	143,712.50	200.00
	TOTAL EXPENSES	2,375.00	143,512.50	141,987.50	1,525.00-
	2016 GO REF/WT REV DS TOTAL	2,375.00-	.00	1,725.00	1,725.00
	TOTAL EXPENSES	.00	.00	.00	.00
	2009 GO TEMP IMPROVE PROJ TOTA	.00	.00	.00	.00
	TOTAL REVENUE	73,114.00	138,115.19	20,250.00	117,865.19-

REVENUE & EXPENSE REPORT

CALENDAR 12/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TOTAL EXPENSES	86,631.26	138,115.19	51,863.00	86,252.19-
		-----	-----	-----	-----
	CULTURE & REC CAP. FUND TOTAL	13,517.26-	.00	31,613.00-	31,613.00-
		-----	-----	-----	-----
	TOTAL REVENUE	6,000.00	175,692.56	163,065.00	12,627.56-
	TOTAL EXPENSES	97,513.54-	175,692.56	305,000.00	129,307.44
		-----	-----	-----	-----
	BLDG & EQUIP CAP. FUND TOTAL	103,513.54	.00	141,935.00-	141,935.00-
		-----	-----	-----	-----
	TOTAL REVENUE	.00	85,000.00	80,550.00	4,450.00-
	TOTAL EXPENSES	56,733.51	85,000.00	.00	85,000.00-
		-----	-----	-----	-----
	STREETS CAPITAL FUND TOTAL	56,733.51-	.00	80,550.00	80,550.00
		-----	-----	-----	-----
	TOTAL REVENUE	45,643.68	591,451.54	521,200.00	70,251.54-
	TOTAL EXPENSES	121,674.14-	591,451.54	706,490.26	115,038.72
		-----	-----	-----	-----
	WATER TOTAL	167,317.82	.00	185,290.26-	185,290.26-
		-----	-----	-----	-----
	TOTAL REVENUE	36,620.27	461,931.20	449,300.00	12,631.20-
	TOTAL EXPENSES	159,695.77-	461,931.20	680,932.90	219,001.70
		-----	-----	-----	-----
	SEWER TOTAL	196,316.04	.00	231,632.90-	231,632.90-
		-----	-----	-----	-----
	TOTAL REVENUE	19,109.37	227,414.36	227,630.05	215.69
	TOTAL EXPENSES	28,779.53	227,414.36	225,614.38	1,799.98-
		-----	-----	-----	-----
	SANITATION TOTAL	9,670.16-	.00	2,015.67	2,015.67
		-----	-----	-----	-----
	TOTAL REVENUE	120,980.09	1,517,339.63	1,473,950.00	43,389.63-
	TOTAL EXPENSES	183,388.88	1,517,339.63	1,372,230.22	145,109.41-
		-----	-----	-----	-----

REVENUE & EXPENSE REPORT

CALENDAR 12/2021, FISCAL 12/2021

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	ELECTRIC UTILITY TOTAL	62,408.79-	.00	101,719.78	101,719.78
	TOTAL REVENUE	12,488.17	149,000.61	148,850.00	150.61-
	TOTAL EXPENSES	68,625.75-	149,000.61	231,760.31	82,759.70
	STORM SEWER TOTAL	81,113.92	.00	82,910.31-	82,910.31-
	TOTAL REVENUE	43,969.52	484,097.88	421,000.00	63,097.88-
	TOTAL EXPENSES	53,652.48	484,097.88	423,410.62	60,687.26-
	LIQUOR TOTAL	9,682.96-	.00	2,410.62-	2,410.62-
	TOTAL REVENUE	10,515.51	158,324.20	170,020.00	11,695.80
	TOTAL EXPENSES	71,345.98-	158,324.20	214,362.00	56,037.80
	EASTVIEW APARTMENTS TOTAL	81,861.49	.00	44,342.00-	44,342.00-
	TOTAL REVENUE	67,125.00	271,497.86	58,500.00	212,997.86-
	TOTAL EXPENSES	215,297.86	271,497.86	51,000.00	220,497.86-
	RESERVE TOTAL	148,172.86-	.00	7,500.00	7,500.00
	REVENUE & EXPENSE FUND SUMMARY	312,317.53	.00	467,779.65-	467,779.65-

Cash and Investment Balances**Date: DECEMBER 31, 2021**

Fund	Acct No.	Cash Balance		Acct No.	Ehlers Investments Balance	Total by Fund
General Fund	101-10100	\$751,753.98		101-10113	\$151,000.00	\$902,753.98
Ambulance Fund	201-10100	-\$65,209.75		201-10113	\$200,000.00	\$134,790.25
EDA Fund	211-10100	\$67,411.53		211-10113	\$0.00	\$67,411.53
Sewer Sys replace	225-10100	\$97,326.56		225-10113	\$0.00	\$97,326.56
2009 GO Temp. Imp.	308-10100	\$0.00		308-10113	\$0.00	\$0.00
Inf. Replace. DS	350-10100	\$7,489.16		350-10113	\$0.00	\$7,489.16
2015 GO Refunding	351-10100	\$40,703.79		351-10113	\$0.00	\$40,703.79
2016 GO Ref/Wt Rev	353-10100	\$23,149.28		353-10113	\$0.00	\$23,149.28
Cult & Rec Capital	420-10100	\$181,703.22		420-10113	\$0.00	\$181,703.22
Bldg & Equip Capital	425-10100	\$209,912.16		425-10113	\$0.00	\$209,912.16
Streets Capital	430-10100	\$74,811.78		430-10113	\$0.00	\$74,811.78
Water Fund	601-10100	-\$86,393.85		601-10113	\$99,000.00	\$12,606.15
Sewer Fund	602-10100	-\$128,075.29		602-10113	\$400,000.00	\$271,924.71
Sanitation Fund	603-10100	\$94,741.79		603-10113	\$0.00	\$94,741.79
Electric Fund	604-10100	\$678,455.05		604-10113	\$2,000,000.00	\$2,678,455.05
Storm Sewer Fund	605-10100	\$124,801.89		605-10113	\$0.00	\$124,801.89
Liquor Fund	609-10100	\$104,675.50		609-10113	\$0.00	\$104,675.50
Eastview Fund	614-10100	\$30,446.39		614-10113	\$100,000.00	\$130,446.39
Reserve Fund	851-10100	<u>\$161,733.75</u>		851-10113	<u>\$413,245.00</u>	<u>\$574,978.75</u>
		\$2,369,436.94			\$3,363,245.00	\$5,732,681.94
(GT Cash Balance)		\$0.00				
United Prairie Checking		\$663,521.63				
Old National Checking		\$5,915.31				
TD Ameritrade Sweep		<u>\$1,700,000.00</u>				
		\$2,369,436.94				
SCDP Rev Loan	202-10103	\$14,965.87				\$14,965.87
SCDP Grant Admin	205-10104	\$23,430.40				\$23,430.40
EDA Rev Loan Fund	212-10105	<u>\$105,357.40</u>				\$105,357.40
		\$2,513,190.61			\$3,363,245.00	\$0.00
Grand Total Cash and Investments						\$5,876,435.61

Reserve Fund Cash Account Numbers 851-10100 to 851-10113

Balance Carry Over Dec 31, 2013

(Detail can be seen by "Unhiding" rows as needed)

12/31/2021

(including Res 19-12 transfers retro Dec 2018)

Gen - Employee Health Insur	\$ -	Dec'14 Res14-27	\$ 23,801.74	Aug'15 Ins.Refund	\$ 11,600.37	Aug'16 Ins.Refund	\$ 3,926.65	Feb'19 from Select	\$ 4,500.98	
Gen - Employee Health Insur	\$ 43,829.74	Dec'21 Res-21-52	\$ (1,000.00)							\$ 42,829.74
Gen - Grand Theatre cont'd	\$ 6,671.91	Mar'21Donations	\$ 500.00	Sep'21 Donations	\$ 175.00	Nov'21 Donations AB	\$ 150.84			\$ 7,497.75
Gen - Baseball Field Improve.	\$ -	July14 SWIF	\$ 1,000.00	Aug'16Trans.to Gen	\$ (1,000.00)					\$ -
Gen - Prairie Arts Center	\$ 50,000.00	*Dec'15 Res15-38	\$ (50,000.00)	Jun'21 LqP Players/A	\$ 5,000.00	Sep'21 LqP Players	\$ (5,000.00)	Dec'21 Nibbe Foun	\$ 1,000.00	\$ 1,000.00
Res-Escrow-Fire Insur Proceed	\$ -	Oct'17 State Farm	\$ 23,428.80	Feb'18 J.Bormann Dis	\$ (23,428.80)	Jun'20 Mr Cooper	\$ 8,847.75	Aug'20 MrCooper	\$ (8,847.57)	\$ 0.18
Res-COVID-19 ARPA	\$ -	Jul'21 State pmt	\$ 74,071.92	Nov'21 State pmt	\$ 2,425.65					\$ 76,497.57
Res-Escrow-Sanitary Sewer	\$ -	Sep'20 Ehrenberg E	\$ 1,700.00	Oct'20 C.Murphy	\$ 2,000.00	Dec'20 J.Nygaar	\$ 14,250.00	Dec'20 D.Steltz	\$ 3,000.00	\$ -
Res-Escrow-SS cont'd	\$ 20,950.00	Nov'21J.Roberts 1/2 c	\$ 1,125.00	Dec'21 W.MN Abstrac	\$ 1,125.00					\$ 23,200.00
Electric cont'd	\$ 49,000.00	Aug'20 Reso 20-33	\$ 20,000.00	May'21 MRES Refund	\$ 80,924.45	Aug'21 Reso 21-26	\$ 20,000.00	Dec'21 Res-21-52	\$ 50,000.00	\$ 219,924.45
Sanitation cont'd	\$ 57,263.51	Dec'17 Res 17-46	\$ 15,000.00	Dec'17 Res 18-13	\$ 2,500.00	Dec'18 Res 19-12	\$ 15,000.00	Dec'21 Res-21-52	\$ 15,000.00	\$ 104,763.51
Conduit Finance Funds - Brook	\$ -	November 2016	\$ 25,000.00							\$ 25,000.00
Reserved/Designated										\$ 500,713.20
Gen.Fund Misc. Transfers Co	\$ 83,999.56	Dec'20 Reso 20-43	\$ 20,000.00	Dec'20 Reso 20-43	\$ (55,000.00)	Dec'20 Res 20-12	\$ (8,000.00)	Dec'21 Res-21-36	\$ 20,000.00	\$ -
Gen.Fund Misc. Transfers Co	\$ 60,999.56	Dec'21 Res-21-36	\$ (50,000.00)							\$ 10,999.56
Interest Earned cont'd	\$ 53,691.32	2019 Int Earned	\$ 5,617.93	2019 Audit Expense	\$ (1,400.00)	2020 Int Earned	\$ 6,556.74	2020 Audit Expense	\$ (1,200.00)	\$ 63,265.99
Unreserved/Undesig										\$ 74,265.55
										\$ 574,978.75

Culture & Recreation Capital Project Fund Cash Account Numbers 420-10100 to 420-10113

Beginning Balance Dec 31, 2018

12/31/2021

Library	\$ -	Dec'18 Res 19-12	\$ 22,442.70	Feb'19 Fire Alarm	\$ (8,404.90)	Dec'21 Res-21-52	\$ 50,000.00			\$ 64,037.80
Parks	\$ -	Dec'18 Res 19-12	\$ 14,078.20	Dec'18 Res 19-12	\$ 20,000.00	Dec'19 Res 19-48	\$ 20,000.00	Dec'20 Reso 20-43	\$ 26,500.00	
Parks cont'd	\$ 80,578.20	Dec'20 MRES	\$ 24,327.41	Jun'21 Tennis Court Ba	\$ (3,038.00)	Aug'21 Climbing wall-I	\$ (25,863.00)	Nov'21 Res 21-36	\$ 17,500.00	\$ 93,504.61
Memorial Field Baseball Proj Fu	\$ -	May'20 Dick Newman	\$ (2,432.00)	Oct'20 D. Newman	\$ (33.12)	Jul'21 xfer from Gen	\$ 4,409.85	Oct'21 D.Newman	\$ (46.94)	\$ 1,897.79
Madison Arts Council cont'd	\$ (5,486.64)	Nov'20 Western Guar	\$ (370.00)	Dec'20 SMAC 20%	\$ 5,000.00	Dec'20 MAC reclass	\$ 856.64	Mar'21 Com Found	\$ 2,000.00	-
Madison Arts Council cont'd	\$ 2,000.00	Apr'21 Art Crawl	\$ (200.00)	Apr'21 W Guard/LqP 14	\$ (200.00)	May'21 MN Energy R4	\$ 1,000.00	Jun'21 Biome Concr	\$ (6,200.00)	
Madison Arts Council cont'd	\$ (3,600.00)	Jul'21 SWIF PMT	\$ 6,200.00	Jul'21 Block Party supp	\$ (1,698.15)	Jul'21 Annon donation	\$ 20.00	Aug'21 SWIF PMT	\$ 1,871.34	
Madison Arts Council cont'd	\$ 2,793.19	Aug'21 Thole Electric	\$ (1,871.34)	Nov'21 SWIF	\$ 3,000.00					\$ 3,921.85
Flags of Honor	\$ -	May'21 C.Pearson do	\$ 15,000.00							\$ 15,000.00
Dog Park	\$ -	Dec'21 The Merc don	\$ 164.00	Dec'21 Werpy donation	\$ 50.00	Dec'21 Res-21-52	\$ 7,500.00			\$ 7,714.00
The Grand Park-Instruments	\$ -	Oct'21 Instrument don	\$ 3,000.00	Oct'21 Instrument donat	\$ 10,000.00	Oct'21 Fireflies Play	\$ (12,366.50)	Nov'21-Blue Plus	\$ 1,000.00	\$ -
The Grand Park-cont	\$ 1,633.50	Dec'21 MN Valley cod	\$ 400.00	Dec'21-UCARE donat	\$ 15,000.00	Dec'21 Fireflies Play	\$ (22,671.50)			\$ (5,638.00)
Reserved/Designated										\$ 180,438.05
Transfer In from General	\$ -									\$ -
Interest Earned	\$ -	2018 Int Allocation	\$ 65.84	2019 Int Allocation	\$ 883.11	2020 Int Allocation	\$ 1,172.86	Dec'20 MAC reclass	\$ (856.64)	\$ 1,265.17
Unreserved/Undesig										\$ 1,265.17
										\$ 181,703.22

Building & Capital Equipment Fund Cash Account Numbers 425-10100 to 425-10113

Beginning Balance Dec 31, 2018

12/31/2021

Administration cont't	\$ 17,145.79	Feb'21 Laptop Licens	\$ (2,978.64)							\$ 14,167.15
City Hall Project	\$ -	Dec'19 Res 19-46	\$ 20,000.00	Dec'20 Reso 20-43	\$ 50,000.00	Dec'20 Reso 20-43	\$ 55,000.00	May'21Thole Elec	\$ (6,994.14)	
City Hall Project cont't	\$ 118,005.86	Jul'21 M&M Architec	\$ (4,805.46)	Aug'21 M&M Architec	\$ (2,275.00)	Aug'21 Roof Compan	\$ (39,900.00)	Aug'21 Roof Comp	\$ (77,947.50)	\$ -
City Hall Project cont't	\$ (6,922.10)	Sep'21 Roof Compar	\$ (69,000.00)	Sep'21 M&M Architec	\$ (5,687.39)	Oct'21 Roof rehad rel	\$ (46.00)	Nov'21 Roof Comp	\$ (58,568.46)	
City Hall Project cont't	\$ (140,223.95)	Nov'21 M&M Architec	\$ (3,982.15)	Nov'21 Res 21-36	\$ 80,000.00	Nov'21 Res 21-36	\$ 50,000.00			\$ (14,206.10)
Fire Department	\$ -	Dec'18 Res 19-12	\$ 120,110.00	Dec'18 Res 19-12	\$ 20,000.00	Mar'19 farmers donat	\$ 2,000.00	Dec'19 Res 19-46	\$ 20,000.00	\$ -
cont'd	\$ 145,889.50	Aud Adj 15 12-31-19	\$ (2,000.00)	Dec'20 Reso 20-43	\$ 20,000.00	May'21 Miller CRP Bu	\$ 508.40	May'21 Goerke CRP	\$ 675.20	\$ -
cont'd	\$ 165,073.10	May'21 Fire Relief	\$ (1,183.60)	May'21 Trygestad CRF	\$ 546.40	May'21 Fire Relief	\$ (546.40)	Jun'21A.Miller CRP	\$ 628.40	\$ -
cont'd	\$ 164,517.90	Jun'21 Fire Relief	\$ (628.40)	Dec'21Farmers Donat	\$ 1,000.00	Nov'21 Res 21-36	\$ 20,000.00			\$ 184,889.50
Downtown Revitalization	\$ -	Dec'18 Res 19-12	\$ 4,369.05	Aug'21 xfer CIP MEDA	\$ (4,000.00)					\$ 369.05
Prairie Arts Center/Theatre	\$ (1,807.32)	Dec'20 PAC reclass	\$ 1,807.32	Mar'21 Grand Theatre	\$ 9,692.56	Nov'21 Res 21-36	\$ 10,000.00	Dec'21 Res-21-52	\$ 2,500.00	
PAC/Theatre cont.	\$ 22,192.56	Dec'21 Res-21-52	\$ 2,500.00							\$ 24,692.56
Reserved/Designated										\$ 209,912.16
Transfer In from General	\$ -									\$ -
Interest Earned	\$ -	2018 Int Allocation	\$ 192.92	2019 Int Allocation	\$ 2,534.82	2020 Int Allocation	\$ 3,111.62	Dec'20 PAC reclass	\$ (5,839.36)	\$ -
Unreserved/Undesig										\$ -
										\$ 209,912.16

Streets Capital Improvement Fund Cash Account Numbers 430-10100 to 430-10113

Beginning Balance Dec 31, 2018

12/31/2021

Street Department	\$ -	Dec'20 Reso 20-43	\$ 55,000.00	Mar'21 Line Marker Gra	\$ 5,000.00	Apr'21 Line Lazer Gur	\$ (6,960.00)	May'21 BMI Crack S	\$ (2,247.50)	\$ -
Street Dept Cont'd	\$ 50792.5	Jun'21BMI Crack Sea	\$ (1,072.50)	Jun'21 Crack Seal Bid	\$ (17,986.49)	Nov'21 Res 21-36	\$ 80,000.00	Dec'21 Res-21-52	\$ (37,000.00)	\$ 74,733.51
Reserved/Designated										\$ 74,733.51
Transfer In from General										\$ -
Interest Earned		2020 Int Allocation	\$ 78.27							\$ 78.27
Unreserved/Undesig										\$ 78.27
										\$ 74,811.78

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-09**

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

APPOINTMENT OF AMBULANCE SERVICE OFFICERS FOR 2022

WHEREAS the Madison City Council is interested in appointing the Ambulance Service Officers for the Year 2022 based on the Ambulance Service meeting held November 9, 2021; 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. 22-09 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-10**

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

APPOINTMENT OF FIRE SERVICE OFFICERS FOR 2022

WHEREAS, the Madison City Council is interested in appointing the Fire Service Officers for the Year 2022 based on the Fire Service meeting in December 20, 2021.

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

Fire Chief: Brian Tebben
Asst. Fire Chief: Jerod Zimbleman
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. 22-10 was declared duly passed and adopted this 10th day of January, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

JOINT RESOLUTION 22-12 - City of Madison & Madison Township

TO THE STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS
PO BOX 64620
Saint Paul, MN 55164-0620

IN THE MATTER OF THE JOINT
RESOLUTION OF THE TOWNSHIP OF
MADISON AND THE CITY OF MADISON
DESIGNATING AN UNINCORPORATED
AREA AS IN NEED OF ORDERLY
ANNEXATION AND CONFERRING
JURISDICTION OVER SAID AREA TO
THE MINNESOTA OFFICE OF
ADMINISTRATIVE HEARINGS
PURSUANT TO M.S. 414.

**JOINT RESOLUTION FOR
ORDERLY ANNEXATION**

The Township of Madison, Lac qui Parle County, Minnesota, (“Township”) and the City of Madison, Minnesota (“City”) hereby jointly agree to the following:

1. That the following described area in Madison Township is subject to orderly annexation pursuant to Minn. Stat. §414.0325 and the parties hereto designate this area for *immediate* orderly annexation: The property consists of one tract totaling 3.06 acres (“the Designated Area”). The Designated Area will be zoned Commercial when annexed to the City. The property is currently owned by **Ziegler of Madison, LLC** (“the Property Owner”).
2. The Township and the City, upon acceptance by the Municipal Boundary Adjustments, hereby confer jurisdiction upon the Minnesota Municipal Boundary Adjustments over the various provisions contained in this Resolution.
3. Description of the Designated Area: The south and east side of the Designated Area adjoins the city limits, and the Designated Area is located on the east side of Highway 75 going north out of the City. It is currently developed, and has been for many years, as an agricultural implement dealership including parts and services. The Property owner is requesting annexation to the City of Madison to access city utilities and other city services including water, sewer and municipal electricity. The City is capable of providing services to this area.
4. The Township and City agree to no reimbursement of property taxes for the Designated Area. There are no special assessments or debt outstanding relative to the Designated Area.
5. That the Property Owner, as evidence by its consent hereto, also request immediate annexation of the Designated Area.

6. This Resolution 22-12 was duly passed following a duly noticed joint public hearing by Madison Township and the City of Madison on the 10TH day of JANUARY, 2022.

Dated _____

MADISON TOWNSHIP

By:

Its: Chairperson

ATTEST:

Township Clerk

Dated _____

CITY OF MADISON

By: Gregory Thole

Its: Mayor

ATTEST:

City Clerk

PETITION/CONSENT TO ANNEXATION

The undersigned Property Owner hereby petitions and consents to the orderly annexation of said the Property.

Zielger of Madison, LLC

Dated: _____

By:

Its:

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

The foregoing instrument was acknowledged before me this ____ day of _____, 2022, by Greg Thole, Mayor of Madison and attested by Christine Enderson, City Clerk.

Notary Public

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

The foregoing instrument was acknowledged before me this ____ day of _____, 2022, by _____, Madison Township Chairman, and attested by _____, Township Clerk.

Notary Public

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

The foregoing instrument was acknowledged before me this ____ day of _____, 2022, by _____, as _____ of Ziegler of Madison, LLC.

Notary Public

This is a

pa

Loc.

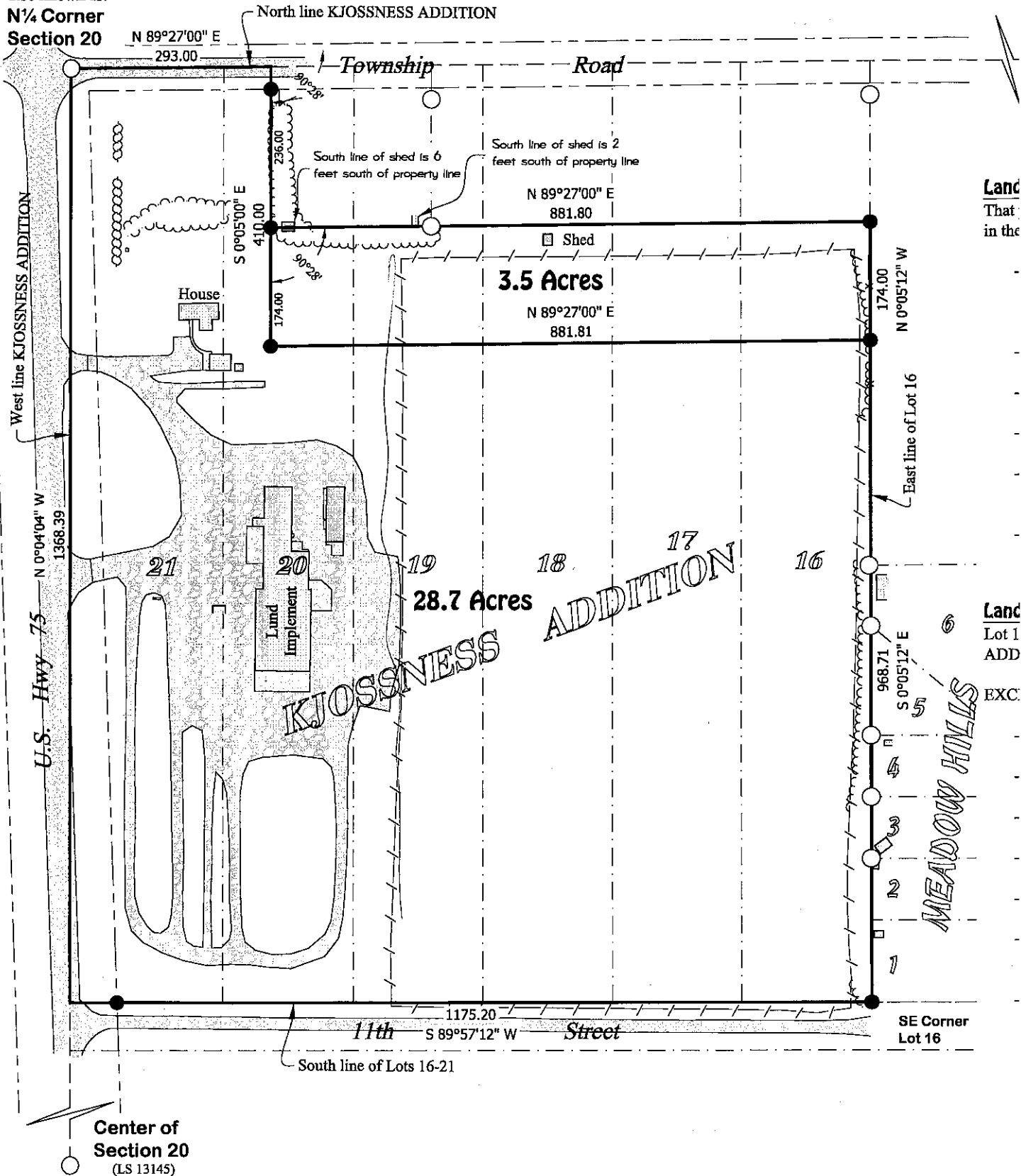
Lots 16, 17, 18, 19, 20, &

Section 20, T118N-R44W, La

NW Corner
Lot 21

also known as:

N $\frac{1}{4}$ Corner
Section 20



Land
That
in the

Land
Lot 1
ADD
EXC.

**CITY OF MADISON, MINNESOTA
RESOLUTION NO. 22-13**

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

**RESOLUTION PROVIDING LOCAL MATCH AND AUTHORIZING APPLICATION TO THE FEDERAL
ECONOMIC DEVELOPMENT ADMINISTRATION FY 2021 AMERICAN RESCUE PLAN ACT
ECONOMIC ADJUSTMENT ASSISTANCE FOR INDUSTRIAL PARK INFRASTRUCTURE EXPANSION**

Applicant Name: **CITY OF MADISON**

BE IT RESOLVED that CITY OF MADISON act as the legal sponsor for the project contained in the Application to be submitted and that CITY MANAGER and MAYOR are hereby authorized to apply to the Federal Economic Development Administration for funding of this project on behalf of CITY OF MADISON.

BE IT FURTHER RESOLVED that CITY OF MADISON has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that CITY OF MADISON has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that CITY OF MADISON expresses its commitment to meet the Federal EDA EAA matching funds requirement up to \$500,000, if grant is awarded. Funds will come from the General, Water and Sewer Reserves, and will be appropriated following notice of award from the EDA. The funds shall be immediately available as needed and are not conditioned or encumbered in any way that would preclude their use consistent with the purpose of the project.

NOW, THEREFORE BE IT RESOLVED that CITY MANAGER and MAYOR, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

Upon the vote taken thereon, the following voted:

For:
Against:
Absent:

I CERTIFY THAT the above Resolution 22-13 was adopted by the City Council of City of Madison on January 10th, 2022.

SIGNED:

WITNESSED:

Greg Thole, Mayor

Christine Enderson, City Clerk

Val Halvorson, City Manager

Minnesota Public Utilities Commission

DOCKET NO. E999/PR-21-09

Reporting Year

2021

Cogeneration and Small Power Production Tariff

Utility:

Madison Municipal Utilities

Report Year: 2021

Date Submitted:

January 10, 2022

Filing Utility Information		Contact Information	
Company ID#	137	Contact Name	Christine Enderson
Company Name	Madison Municipal Utilities	Contact Title	City Clerk
Street Address Line 1	404 6th Ave	Contact Telephone	(320)598-7373
Street Address Line 2		Contact Email	christine.enderson@ci.madison.mn.us
City	Madison		
State	MN		
Zip Code	56256		

Comments/Notes

Minnesota Public Utilities Commission

DOCKET NO. E999/PR-21-09

Reporting Year

2022

Cogeneration and Small Power Production Tariff

Utility:

Minn. Rules 7835.0500 Schedule A: Estimated Energy Costs

Schedule A must contain the estimated system average incremental energy costs by seasonal peak and off-peak periods for each of the next five years. For each seasonal period, system incremental energy costs must be averaged during system daily peak hours, system daily off-peak hours, and all hours in the season. The energy costs must be increased by a factor equal to 50 percent of the line losses shown in schedule B. Schedule A must describe in detail the method used to determine the on-peak and off-peak hours and seasonal periods and must show the resulting on-peak and off-peak and seasonal hours selected.

Please include all computation descriptions in Schedule G

Estimated Marginal Energy Costs (\$/MWh)						
		2022	2023	2024	2025	2026
Summer	On Peak	\$30.93	\$32.26	\$33.16	\$34.34	\$34.89
	Off Peak	\$21.57	\$22.51	\$23.31	\$24.00	\$24.16
	All Hours	\$26.59	\$27.71	\$28.57	\$29.51	\$29.98
Winter	On Peak	\$30.86	\$32.18	\$33.08	\$34.26	\$34.80
	Off Peak	\$23.81	\$24.84	\$25.72	\$26.48	\$26.66
	All Hours	\$27.12	\$28.27	\$29.15	\$30.11	\$30.58
Annual	On Peak	\$30.89	\$32.22	\$33.12	\$34.30	\$34.84
	Off Peak	\$22.75	\$23.74	\$24.58	\$25.31	\$25.48
	All Hours	\$26.97	\$28.11	\$28.99	\$29.94	\$30.42
Annual # hours on-peak:		4,096	4,080	4,096	4,080	4,144

Description of season and on-peak and off-peak periods	
Summer:	March through August
Winter:	September through February
On-peak period:	Monday through Friday 6 am through 10 pm EST, non-MISO holiday
Off-peak period:	All non on-peak hours

Minnesota Public Utilities Commission		
DOCKET NO. E999/PR-21-09 Cogeneration and Small Power Production Tariff	Reporting Year: Utility:	2021 Madison Municipal Utilities
Minn. Rules 7835.0600 Schedule B: Estimated Capacity Costs		

Subp. 7. Avoidable capacity costs

If the utility has neither planned generating facility additions nor planned additional capacity purchases, other than from qualifying facilities, during the ensuing ten years, the utility must be deemed to have no avoidable capacity costs.

No planned facility additions
or capacity purchases

Continue to Schedule C

Subp. 2. Description of all planned utility generating facility additions anticipated during the next ten years, including:						
	Unit 1	Unit 2	Unit 3	Unit 4	Unit 5	Unit 6
A. Name of Unit						
B. Nameplate Rating						
C. Fuel Type						
D. In-Service Date						
E. Completed Cost in \$/kW in the year in which the plant is expected to be put in service, including allowance for funds used during construction						
F. Anticipated average annual fixed operating and maintenance costs in \$/kW						
G. Energy costs associated with the unit, including fuel costs and variable operating and maintenance costs						
H. Projected average number of kWh/year the plant will generate during its useful life						
I. Average annual fuel savings resulting from the addition of this generating facility, stated in \$/kW						

Subp. 3. Description of all planned firm capacity purchases, other than from qualifying facilities, during the next ten years, including:						
	Purchase 1	Purchase 2	Purchase 3	Purchase 4	Purchase 5	Purchase 6
A. Year of Purchase	2022	2022	2022	2022	2022	2023
B. Name of the seller	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
C. Number of kW of capacity to be purchased	20,000	25,000	65,000	26,000	5,000	20,000
D. Capacity cost in \$/kW	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
E. Associated energy costs in cents/kWh						

Minn. Rules 7835.0600 Schedule B: Estimated Capacity Costs

Subp. 7. Avoidable capacity costs						No planned facility additions
If the utility has neither planned generating facility additions nor planned additional capacity purchases, other than from qualifying facilities, during the review ten years, the						
	Purchase 7	Purchase 8	Purchase 9	Purchase 10	Purchase 11	Purchase 12
A. Year of Purchase	2023	2023	2023	2023	2024	2024
B. Name of the seller	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
C. Number of kW of capacity to be purchased	25,000	65,000	26,000	5,000	25,000	65,000
D. Capacity cost in \$/kW	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
E. Associated energy costs in cents/kWh						TRADE SECRET DATA ENDS]
	Purchase 13	Purchase 14	Purchase 15	Purchase 16	Purchase 17	Purchase 18
A. Year of Purchase	2024	2024	2025	2025	2025	2025
B. Name of the seller	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
C. Number of kW of capacity to be purchased	26,000	5,000	25,000	65,000	26,000	5,000
D. Capacity cost in \$/kW	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
E. Associated energy costs in cents/kWh						TRADE SECRET DATA ENDS]
	Purchase 19	Purchase 20	Purchase 21	Purchase 22	Purchase 23	Purchase 24
A. Year of Purchase	2026	2026	2026	2026	2027	2027
B. Name of the seller	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
C. Number of kW of capacity to be purchased	50,000	65,000	26,000	5,000	50,000	65,000
D. Capacity cost in \$/kW	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
E. Associated energy costs in cents/kWh						TRADE SECRET DATA ENDS]
	Purchase 25	Purchase 26	Purchase 27	Purchase 28	Purchase 29	Purchase 30
A. Year of Purchase	2027	2027	2028	2028	2028	2028
B. Name of the seller	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
C. Number of kW of capacity to be purchased	26,000	5,000	50,000	65,000	26,000	5,000
D. Capacity cost in \$/kW	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
E. Associated energy costs in cents/kWh						TRADE SECRET DATA ENDS]
	Purchase 31	Purchase 32	Purchase 33	Purchase 34	Purchase 35	Purchase 36
A. Year of Purchase	2029	2029	2029	2029	2030	2030
B. Name of the seller	TRADE SECRET DATA BEGINS					TRADE SECRET DATA ENDS]
C. Number of kW of capacity to be purchased	50,000	65,000	26,000	5,000	50,000	65,000
	TRADE SECRET DATA BEGINS					

Minn. Rules 7835.0600 Schedule B: Estimated Capacity Costs

Subp. 7. Avoidable capacity costs						No planned facility additions
If the utility has neither planned generating facility additions nor planned additional capacity purchases, other than from qualifying facilities, during the ensuing ten years, the						
D. Capacity cost in \$/kW						TRADE SECRET DATA ENDS
E. Associated energy costs in cents/kWh						
	Purchase 37	Purchase 38	Purchase 39	Purchase 40	Purchase 41	Purchase 42
A. Year of Purchase	2030	2030	2031	2031	2031	
B. Name of the seller	TRADE SECRET DATA BEGINS					
C. Number of kW of capacity to be purchased	26,000	5,000	50,000	65,000	26,000	TRADE SECRET DATA ENDS
D. Capacity cost in \$/kW	TRADE SECRET DATA BEGINS					
E. Associated energy costs in cents/kWh						TRADE SECRET DATA ENDS
Subp. 4. Utility's overall average percentage of line losses due to distribution, transmission, and transformation of electric energy						
Average Annual line loss						
	Summer On-Peak	Summer Off-Peak	Average Summer	Winter On-Peak	Winter Off-Peak	Average Winter
Loss Factors	0.08	0.08	0.08	0.08	0.08	0.08

Subp. 5 Net annual avoided capacity cost - Please show calculations in Schedule G		
Averaged on Peak hours	\$ 0.008	The utility's net annual avoided capacity cost stated in dollars per kilowatt-hour averaged over the on-peak hours and the utility's net annual avoided capacity cost stated in dollars per kilowatt-hour averaged over all hours.
Average Over All Hours	\$ 0.004	

Subp. 6 Net annual avoided capacity cost - Please show calculations in Schedule G		
Averaged on Peak hours	\$ 0.008	If the utility has no planned generating facility additions for the ensuing ten years, but has planned additional capacity purchases, other than from qualifying facilities, during the ensuing ten years, schedule B must contain its net annual avoided capacity cost stated in dollars per kilowatt-hour averaged over the on-peak hours and the utility's net annual avoided capacity costs stated in dollars per kilowatt-hour averaged over all hours.
Average Over All Hours	\$ 0.004	

Minnesota Public Utilities Commission		
DOCKET NO. E999/PR-21-09	Reporting Year:	2021
Cogeneration and Small Power Production Tariff	Utility:	Madison Municipal Utilities

2021

Madison Municipal Utilities

Minn. Rules 7835.0650 Schedule C: Calculation, Average Retail Energy Rate

7835.0100 DEFINITIONS. Subp. 2a. Average retail utility energy rate. "Average retail utility energy rate" means, for any class of utility customer, the quotient of the total annual class revenue from sales of electricity minus the annual revenue resulting from fixed charges, divided by the annual class kilowatt-hour sales. Data from the most recent 12-month period available before each filing required by parts 7835.0300 to 7835.1200 must be used in the computation.

[illegible]

Cogeneration and Small Power Production Tariff (Schedules D - F)

Due: January 2

Statute/Rule reference: Rules 7835.0300 – 7835.1200 (reporting requirements are identified in the rules)

Comments: Wholesale suppliers may provide Schedules A, B, and G to their members to facilitate reporting.

Report Year	2021
Date Submitted	January 10, 2022
Filing Utility Information	
Company ID#	137
Company Name	Madison Municipal Utilities
Street Address Line 1	404 6 th Ave
Street Address Line 2	
City	Madison
State	MN
Zip Code	56256
Contact Information	
Contact Name	Christine Enderson
Contact Title	City Clerk
Contact Telephone	(320)598-7373
Contact Email	Christine.enderson@ci.madison.mn.us
Comments/Notes	

Schedule D

(Rule 7835.0700)

Uniform Statewide Contract for Cogeneration and Small Power Production Facilities

Schedule D must contain all standard contracts to be used with qualifying facilities, containing applicable terms and conditions.

See Distributed Generation Workbook version 1.2 adopted by the Madison City Council on October 27, 2014, on file in the City Clerk's Office. Minutes and Resolution attached after Schedule E.

Schedule E

(Rule 7835.0800)

Interconnection Agreement

Schedule E must contain the utility's safety standards, required operating procedures for interconnected operations, and the functions to be performed by any control and protective apparatus. These standards and procedures must not be more restrictive than the standards contained in the electrical code under part 7835.2100 or the interconnection standards distributed to customers under part 7835.4750. The utility may include in schedule E suggested types of equipment to perform the specified functions. No standard or procedure may be established to discourage cogeneration or small power production.

See Distributed Generation Workbook version 1.2 adopted by the Madison City Council on October 27, 2014, on file in the City Clerk's Office. Minutes and Resolution attached after Schedule E.

Live streaming: Deb Koester informed Council that she will be requesting the Lac qui Parle Valley School Board to stream their meetings and she wondered if the Council knew what that would entail. City Manager Radermacher noted that consideration would need to be given to equipment costs and ability to get on-line. For the City, it was estimated to cost \$10,000 to get it up and running. He noted that Lac qui Parle Valley has received a Blandin broadband grant already and there may be more grant dollars available.

CONSENT AGENDA

Upon motion by Zahrbock, seconded by Conroy and carried, the Consent Agenda was approved as presented. Included on the Consent Agenda was an invitation to a meeting being hosted by the Lac qui Parle County EDA Office to discuss childcare issues in Lac qui Parle County. This meeting will be held at Madison City Hall on November 6th at 8:00 a.m. Mayor Thole expressed his concern with a new program that would take children out of residential daycares that are already established and licensed.

CITY COUNCIL CHECKLIST

Council reviewed the City Council checklist.

Councilmember Conroy suggested that the City consider putting shrubs and/or flowers on the vacant lot on the north side of the Grand Theatre. Mayor Thole agreed that this would be a good idea as quite a few people do take their lunch and eat in the parks. Council requested that this matter be referred to the Madison Park Board.

Councilmember Zahrbock suggested a nice public restroom on 6th Avenue. It was noted that this would become a larger project than anticipated with engineering work and ADA compliance requirements.

SMALL POWER PRODUCTION AND CO-GENERATION POLICY

City Manager Radermacher presented Council with a Distributed Generation Workbook produced by Missouri River Energy Services for use by its members who have customers installing their own generation units like small wind turbines or solar panels. Those customers will have questions regarding interconnection as well as the potential of selling back surplus generation. City Manager Radermacher noted that the City Council could decide to adopt the Distributed Generation Workbook at this time while working through it over time to make desired changes. After further discussion, upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 14-22** titled "Resolution adopting the Distributed Generation Workbook as the Small Power Production and Co-generation Policy" was adopted. A complete copy of Resolution 14-22 is contained in City Clerk's Book #7.

**CITY OF MADISON, MINNESOTA
RESOLUTION 14-22**

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

**RESOLUTION ADOPTING THE DISTRIBUTED GENERATION WORKBOOK AS
THE SMALL POWER PRODUCTION AND CO-GENERATION POLICY**

WHEREAS the Public Utilities Regulatory Policy Act of 1978 (PURPA), as amended, requires a utility to buy power and sell power to Qualifying Facilities;

WHEREAS the City of Madison and MRES filed a Petition of Wavier, which specifies the obligations of the City of Madison and MRES to a QF, with the Federal Energy Regulatory Commission (FERC) on Section 2010 of PURPA, and have been granted such waiver by the FERC

WHEREAS the City of Madison and MRES agreed to comply with "Rules of Compliance" as part of the Waiver;

WHEREAS the City of Madison has drafted guidelines and documents to implement the Rules of Compliance known as the "Distributed Generation Workbook" to accommodate QFs in interconnection and power purchase arrangements, which are subject to be updated periodically;

NOW THEREFORE BE IT RESOLVED that in recognition of the above statements, the City of Madison hereby adopts the Distributed Generation Workbook as the "Small Power Production and Co-Generation Policy."

Upon vote taken thereon, the following voted:

For: Thole, Zahrbock, Conroy

Against: None

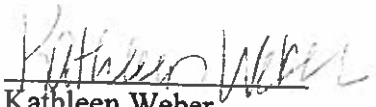
Absent: Volk, Meyer

Whereupon said Resolution No. 14-22 was declared duly passed and adopted this 27th day of October, 2014.



Greg Thole
Mayor

Attest:



Kathleen Weber
City Clerk

Schedule F

(Rule 7835.0900)

Procedure for notifying Qualifying Facilities of periods when the utility will not purchase electric energy or capacity due to operational circumstances that would make the cost of purchases during those periods greater than the cost of internal generation.

Madison Municipal Utilities does not currently have any period when the utility will not purchase electricity.

Minnesota Public Utilities Commission

DOCKET NO. E999/PR-21-09

Reporting Year:

2021

Cogeneration and Small Power Production Tariff

Utility:

Madison Municipal Utilities

Minn. Rules 7835.1000 Schedule G: Computations and Descriptions

Schedule G must contain and describe all computations made by the utility in determining Schedules A and B. Please use the space below to show your calculations. Refer to Minn. Rules 7835.0500-7835.0600 for detailed computation descriptions, especially for Schedule B Subp. 5 and 6.

In Schedule A, MRES estimated the avoided energy cost by first calculating the total cost for the previous year assuming MRES purchased all energy to supply load from the MISO market on an hourly basis, at the real-time LMP. The total cost was then divided by the total energy requirement resulting in an historic \$/MWh costs.

Minnesota Public Utilities Commission

DOCKET NO. E999/PR-21-09

Reporting Year:

2021

Cogeneration and Small Power Production Tariff

Utility:

Madison Municipal Utilities

Minn. Rules 7835.1100 Schedule H: Wholesale Power Rates

Special Rule for Non-Generating Utilities: Schedule H must list the rates at which a non-generating utility purchases energy and capacity. If the non-generating utility has more than one wholesale supplier, schedule H must list the rates of that supplier from which purchases may first be avoided. If the non-generating utility with more than one wholesale supplier also chooses to file schedules A and B, the data on schedules A and B must be obtained from that supplier from which purchases may first be avoided. Please use the space below to include these rates.

The MRES Board of Directors establishes its avoided cost rate annually. For Qualifying Facilities of 100 kW or less, the PURPA Standard Rate is 2.70 cents per kWh for 2022. The rates for Qualifying Facilities greater than 100 kW are negotiated and will take into consideration factors enumerated in Section 292.304 of the regulations of the Federal Energy Regulatory Commission.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Madison License Period From: 1/1/2022 To: 12/31/2022

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) ☒ On Sale Intoxicating ☒ Sunday Liquor ☐ 3.2% On sale ☐ 3.2% Off Sale

Fee(s): On Sale License fee: \$ 500.00 Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Kristine L. Shelstad / Torchwood Comm LLC DOB Jul 3 1963 Social Security # 471-94-4595
(corporation, partnership, LLC, or Individual)

Business Trade Name Torchwood Communications Business Address 601 First Street City Madison

Zip Code 56256 County LacQuiParl Business Phone 320-361-0006 Home Phone 512-626-9972

Home Address 521 2nd Ave City Madison

Licensee's Federal Tax ID # 85-2461040 Licensee's MN Tax ID# 6941047
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
Kristine Lee Shelstad	July 3, 1963	471-94-4595	521 2nd Ave, Madison, MN 56256

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
--	-----	-------------------	--------------

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

☐ Yes ☒ No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: SFM Policy # 135477.201

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/29/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KLEIN INSURANCE 222 6th Avenue Madison, MN 56256	CONTACT NAME: Ryan Young PHONE (A/C, No, Ext): (320)598-3979 E-MAIL ADDRESS: r.young@klein-insurance.com FAX (A/C, No): (320)853-0095
INSURED TORCHWOOD COMMUNICATIONS LLC dba MADISON MERCANTILE MADISON ART GALLERY LLC 601 1ST ST W MADISON, MN 56256	INSURER(S) AFFORDING COVERAGE INSURER A: AUTO OWNERS INS CO INSURER B: SFM INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			08290136	4/1/2021	4/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
							COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY						
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	135477.201	4/1/2021	4/1/2022	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	LIQUOR LIABILITY			08290136	4/1/2021	4/1/2022	OCCURRENCE 1,000,000 AGGREGATE 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

CITY OF MADISON MN
404 6TH AVE N
MADISON MN 56256

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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MEULEBROECK, TAUBERT & CO., PLLP
CERTIFIED PUBLIC ACCOUNTANTS

PO Box 685
109 S Freeman Avenue
Luverne, Minnesota 56156
507 283-4055 Fax 507 283-4076
contactl@mtcocpa.com

PO Box 707
216 East Main
Pipestone, Minnesota 56164
507 825-4288 Fax 507 825-4280
contactp@mtcocpa.com

Tyler, Minnesota 56178
507 247-3939
Lake Wilson, Minnesota 56151
507 879-3538
Marshall, Minnesota 56258
507 337-0501

PARTNERS

Matthew A. Taubert, CPA
David W. Friedrichsen, CPA
Daryl J. Kanthak, CPA
Blake R. Klinsing, CPA
Amy L. Mollberg, CPA

December 23, 2021

City of Madison
404 6th Avenue
Madison, MN 56256

Dear Mayor and City Council,

Enclosed is our audit proposal to provide auditing services for the City of Madison. If the terms are agreeable, please sign and return in the enclosed envelope. A copy is provided for your records.

Please note that this proposal is for the audit and any additional services that may be requested by the City would be in addition to the amount of our agreement. If the City gets involved with a project that has federal revenue that requires a "Single Audit", normally greater than \$750,000 in federal revenue then a separate agreement would be necessary once the scope of the work is determined.

If you have any questions, please feel free to contact our office.

Sincerely,

Meulebroeck, Taubert & Co., PLLP

Meulebroeck, Taubert & Co., PLLP
Certified Public Accountants
Pipestone, Minnesota

Enclosures

MEULEBROECK, TAUBERT & CO., PLLP
CERTIFIED PUBLIC ACCOUNTANTS

PO Box 685
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Amy L. Mollberg, CPA

December 23, 2021

Mayor and Council Members
City of Madison
404 6th Avenue
Madison, Minnesota 56256

Dear Mayor and Council Members:

We are pleased to confirm our understanding of the services we are to provide City of Madison, Madison, Minnesota for the year ended December 31, 2021.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund and the remaining fund information including the related notes to the financial statements which collectively comprise the basic financial statements of City of Madison, Madison, Minnesota as of and for the year ended December 31, 2021. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Madison, Madison, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Madison, Madison, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis

We have also been engaged to report on supplementary information other than RSI that accompanies City of Madison, Madison, Minnesota's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report in financial statements.

1. Schedule of Proportionate Share of Net Pension Liability.
2. Schedule of Employer's Contribution.
3. Notes to Required Supplementary Information Other Than MD&A
4. Combining and Individual Fund Financial Statements and Schedules

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the City of Madison, Madison, Minnesota, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or

employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures-Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are

material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Madison, Madison, Minnesota's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of City of Madison, Madison, Minnesota in conformity with U.S. generally accepted accounting principles based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations and ensuring that management and financial information is reliable and properly recorded. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles for the preparation and fair presentation of the financial statements, and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationship and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the financial statements and related notes, and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes that you have reviewed and approved the financial statement and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services, and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Meulebroeck, Taubert & Co., PLLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State Auditor's Office, State of Minnesota or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Meulebroeck, Taubert, & Co., PLLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State Auditor's Office, State of Minnesota. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately May 15th and to issue our reports no later than July of the year following the year under audit. Daryl Kanthak is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$17,100 for the year ending December 31, 2021. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue written reports upon completion of our Audit. Our reports will be address to the Mayor and Council Members of the City of Madison, Madison, Minnesota. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City of Madison, is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

City of Madison
Page 8

We appreciate the opportunity to be of service to the City of Madison and believe this letter accurately summarizes the significant terms to our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Meulebroeck, Taubert & Co., PLLP

Meulebroeck, Taubert & Co., PLLP
Certified Public Accountants
Pipestone, Minnesota

Response:

This letter correctly sets forth the understanding of the City of Madison, Madison, Minnesota.

By: X

By: Y

Title: X

Title: Y

Date: X

Date: X

Report on the Firm's System of Quality Control

December 10, 2019

To the Partners of Meulebroeck, Taubert & Co., PLLP and the Peer Review Committee of the Minnesota Society of Certified Public Accountants.

We have reviewed the system of quality control for the accounting and auditing practice of Meulebroeck, Taubert & Co., PLLP (the firm) in effect for the year ended June 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

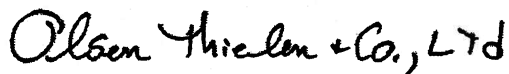
Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Meulebroeck, Taubert & Co., PLLP in effect for the year ended June 30, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Meulebroeck, Taubert & Co., PLLP has received a peer review rating of *pass*.



Olsen Thielen & Co., Ltd.

MINNESOTA HISTORICAL SOCIETY
MINNESOTA HISTORICAL AND CULTURAL HERITAGE GRANT AGREEMENT

<u>Account No.</u>	<u>Fiscal Year</u>	<u>Object Code</u>	<u>MNHS Grant No.</u>	<u>Amount</u>
02484	2022	5260	2107-26116	\$120,562.00 grant
				\$12,000.00 match

This agreement is made by and between the Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, Minnesota 55102, hereinafter called the SOCIETY, acting through its Director, and **City of Madison**, 404 Sixth Avenue Madison, Minnesota 56256 herein called the GRANTEE.

WHEREAS, the Minnesota Legislature, under Minnesota Session Laws 2021, First Special Session Chapter 1, Article 4, Section 2, Subdivision 4, approved funding to the SOCIETY for Statewide Historic and Cultural Heritage Grants for the purpose of supporting history programs and projects operated or conducted by or through local, county, regional, or other historical or cultural organizations; or for activities to preserve significant historic and cultural resources such as that which is contemplated by GRANTEE, and

WHEREAS, the GRANTEE and its project *City of Madison City Hall Historic Tower Rehabilitation* meets the eligibility criteria for funding under the grants program; and

WHEREAS, the SOCIETY'S Governing Board approved a grant recommended for funding by the Historical Resources Advisory Committee on December 9, 2021.

NOW THEREFORE, in consideration of the award of the grant, the GRANTEE agrees to administer said grant in accordance with the following policies and procedures:

I. PROJECT DESCRIPTION

- A. The project period for this activity is from January 01, 2022 to June 01, 2023.
- B. The project will be carried out in accordance with the provisions of the *Minnesota Historical and Cultural Heritage Grants Manual*. The project will also be carried out in accordance with the GRANTEE'S Minnesota Historical and Cultural Heritage Grants Program Grant Application. Page 1 of the application is included as Attachment A, and the entire application is hereby incorporated by reference.
- C. The official Scope of Work Form as approved by the SOCIETY supersedes the GRANTEE's grant application scope of work form and is included as Attachment C and hereby incorporated by reference. All work on the project will be in conformance to the Secretary of the Interior's Standards for the Treatment of Historic Properties.
- D. The official project budget as approved by the SOCIETY supersedes the GRANTEE'S grant application budget and is included as Attachment B and hereby incorporated by reference.
- E. Only the items set forth in the Approved Project Budget (Attachment B) may be charged against the grant project.
- E. Any project expense not specifically approved in the Approved Project Budget will not be allowed except upon prior written request by the GRANTEE and prior written approval by the SOCIETY.
- F. Changes in the Approved Project Budget may not exceed twenty (20) percent of any line item. Changes occurring after the project begins that exceed twenty (20) percent of any line item will not be allowed except upon prior written request by the GRANTEE and prior written approval by the SOCIETY.

- G. Changes in the Project Completion Date will not be allowed except upon prior written request by the GRANTEE and prior written approval by the SOCIETY.
- H. No grant funds may be used to pay indirect costs, commonly referred to as overhead.

II. ASSURANCES

- A. The GRANTEE understands that this agreement is funded by a grant financed by the State of Minnesota.
- B. The GRANTEE agrees that this project will be administered and conducted in accordance with the following:
 - a. Minn. Stat. 129.17 for Arts and Cultural Heritage Fund;
 - b. Minn. Stat. 16B.98 for Grants Management;
 - c. Secretary of the Interior's Standards for Archaeology and Historic Preservation;
 - d. History and Architecture Survey Manual (June 2017) and the SHPO Manual for Archaeological Projects in Minnesota (July 2005).
 - e. Minn. Stat. Chap. 177.41-44 regarding prevailing wage rates and contracts and corresponding Rules 5200.1000 to 5200.1120.
- C. The Grantee agrees that work will be carried out by project personnel who meet the Secretary of the Interior's Professional Qualifications Standards (as published in the Federal Register of September 29, 1983).
- D. Pursuant to Minnesota Session Laws 2021, First Special Session Chapter 1, Article 4, Section 2, Subdivision 4, the GRANTEE must give consideration to Conservation Corps Minnesota and Northern Bedrock Conservation Corps, or an organization carrying out similar work.
- E. The GRANTEE agrees to sign a Letter of Agreement Governing Use of Historic Site assuming responsibility to maintain the historic property in a satisfactory manner for a specified number of years after the grant-funded project is completed. For grants up to \$50,000, a five (5) year letter of agreement is required and for grants greater than \$50,000, a ten (10) year letter of agreement is required.
- F. The GRANTEE shall hold the SOCIETY and the State of Minnesota harmless from any loss, damage, or expense including reasonable attorneys' fees and other costs of defense, arising as the result of any claim, action, complaint, proceeding, or litigation of any kind whatsoever, directly or indirectly brought about as a result of the funded project.
- G. The GRANTEE agrees that in hiring of common or skilled labor for the performance of any work on the grant project that no contractor, material supplier or vendor shall, by reason of race, creed, color, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age, discriminate against any person or persons who are citizens of the United States, or resident aliens, who are qualified and available to perform the work to which the employment relates.
- H. The GRANTEE agrees no contractor, material supplier or vendor shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in the preceding paragraph, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, color, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.
- I. This Agreement may be canceled or terminated by the SOCIETY, and all money due, or to become due hereunder may be forfeited for a second or any subsequent violation of the terms of this section.

- J. The GRANTEE assures that no part of the project budget will be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device intended or designed to influence in any manner a member of the Minnesota Legislature, to favor or oppose, by vote or otherwise, any legislation or appropriation by the Legislature, whether before or after the introduction of any bill or resolution proposing such legislation or appropriation. This shall not prevent communicating to members of the Minnesota Legislature on the request of any member or to the Legislature, through the proper official channels, requests for legislation or appropriations which they deem necessary for the efficient conduct of the public business.
- K. Both parties agree that if intellectual property is created in project, the parties will discuss the allocation of ownership and use rights.
- L. Copyright to copyrightable materials, including computer software, resulting from this project shall vest in the GRANTEE with a non-transferable royalty-free license to the SOCIETY for its non-commercial use. The GRANTEE shall grant the SOCIETY an option to license any such material(s) it wishes to develop for commercial purposes on terms and conditions, including a royalty, as the parties hereto agree in a subsequent writing.
- M. Except for (a) the above limitation, (b) the GRANTEE's right to control publication of its own research results, (c) patented and patent-pending property and (d) the GRANTEE's confidential information, the SOCIETY will have the free, irrevocable, non-exclusive unlimited right to use any research results collected in project by both the GRANTEE and the SOCIETY for any purpose worldwide.
- N. The GRANTEE agrees to include the Arts and Cultural Heritage logo on any and all communications, websites, and promotional materials associated with the approved project. The logo can be found at <http://www.legacy.leg.mn/legacy-logo/legacy-logo-download>.
- O. The GRANTEE agrees to post a sign in a prominent location while restoration/preservation project work is in progress substantially incorporating the following acknowledgment:

"This project has been financed in part with funds provided by the State of Minnesota from the Arts and Cultural Heritage Fund through the Minnesota Historical Society."
- P. The GRANTEE agrees that any publicity releases, informational brochures, public reports, publications, and public information relating to approved projects must acknowledge funding assistance from the State of Minnesota from the Arts and Cultural Heritage Fund. Any written materials shall include the following:

"This publication was made possible in part by the people of Minnesota through a grant funded by an appropriation to the Minnesota Historical Society from the Minnesota Arts and Cultural Heritage Fund."

III. PROCEDURES FOR CONTRACTING SERVICES AND MATERIALS

- A. Any services and/or materials that are expected to cost \$20,000 or more must undergo a formal notice and bidding process. Evidence of the process along with copies of the bids received must be included in the GRANTEE's financial records for the project.
- B. Any services and/or materials that are expected to cost between \$10,000 and \$19,999 must be scoped out in writing and offered to a minimum of three (3) bidders. The GRANTEE must maintain financial records that verify the cost was competitively based on at least three written quotes submitted in response to written specifications.
- C. Any services and/or materials that are expected to cost between \$5,000 and \$9,999 must be competitively based on a minimum of three (3) verbal quotes. The GRANTEE must maintain financial records that verify the cost was competitively based on at least three verbal quotes.

- D. For contracting services, the GRANTEE will follow the requirements of Minn. Stat. Chap. 177.41-44 regarding prevailing wage rates and contracts and corresponding Rules 5200.1000 to 5200.1120.

IV. PAYMENT SCHEDULE

- A. The total obligation of the SOCIETY for all compensation and reimbursements to the GRANTEE under this grant agreement will not exceed **\$120,562.00**.
- B. Grantee must obtain and supply matching funds as indicated in the approved budget (Attachment B) or for any project overages necessary to complete the approved project.
- C. GRANTEE will receive payments from the SOCIETY in accordance with the following for up to eighty percent (80%) of the grant award.

Project Milestone:	Payment Percentage
Execute Grant Agreement	30
1. Prior to work starting, Grantee must submit contract and amendment (if existing) from the previously-funded grant-related project for the Bidding and Construction Fee budget line item to be reviewed and approved by the Grants Office. Please refer to Grants Manual Appendix I for pre-existing contract guidelines: https://www.mnhs.org/sites/default/files/preservation/legacy-grants/grants-manual/mhch_grants_manual_v.7_0.pdf_published.pdf (Upload to Milestone/Condition 1 report in the SOCIETY'S grants portal, https://mnhs.fluxx.io . Reviews may take up to 30 working days. Incomplete materials, or revisions to already submitted requests, restart the review clock.)	20
2. Submit quality color photographs of the proposed replacement roof tile, shingle, or shake adjacent to existing for comparison prior to purchasing materials or beginning roofing work for review. (Upload to Milestone/Condition 2 report in the SOCIETY'S grants portal, https://mnhs.fluxx.io . Reviews may take up to 30 working days. Incomplete materials, or revisions to already submitted requests, restart the review clock.)	10
3. Submit window shop drawings for review and comment prior to purchase materials or proceeding with work. (Upload to Milestone/Condition 3 report in the SOCIETY'S grants portal, https://mnhs.fluxx.io . Reviews may take up to 30 working days. Incomplete materials, or revisions to already submitted requests, restart the review clock.)	10
4. Grantee must conduct a site visit to review the project progress with the Grants Office when at least 50% of the work has been completed. To schedule a site visit, upload proposed dates and times at least 30 days prior to the proposed visit. (Upload to Milestone/Condition 4 report in the SOCIETY'S grants portal, https://mnhs.fluxx.io .)	10

- D. Reimbursement. A total of twenty percent (20%) of the grant funds will be released as the final payment after work is complete and financial documentation and the project completion report, have been reviewed

and accepted by the SOCIETY.

V. FINANCIAL DOCUMENTATION AND FINAL REPORTING

- A. The GRANTEE will submit a completed final report including documentation for project expenditures and project products on or before July 01, 2023. (Work on the project must be concluded by June 01, 2023)
- B. The final report must be completed electronically in the Minnesota Historical Society's Grants Portal (<https://mnhs.fluxx.io>).
 - a. The financial documentation for project costs to be uploaded with the final report shall include acceptable types of documentation such as: (1) copies of paid invoices/receipts, (2) copies of project personnel timesheets (if applicable), (3) copies of in-kind and/or donated services timesheets (if applicable), and (4) copies of donated materials forms.
 - b. The Final Products to be uploaded with the final report are: **Detailed photographs of completed work and copy of completed architect's punch list or completed Scope of Work form.**
- C. Unexpended Funds. The Grantee must promptly return any unexpended funds that have not been accounted in the financial documentation to the SOCIETY at grant closeout.

VI. AUDIT

- A. The GRANTEE must maintain records and accounts consistent with generally accepted accounting principles, and to provide for such fiscal control as is necessary to assure the proper disbursing of and accounting for grant funds. The GRANTEE must maintain records and accounts for this project on file for a minimum of six (6) years after approval of the Final Report.
- B. The GRANTEE agrees to maintain records to document any matching funds claimed as part of the project. The GRANTEE further agrees to secure reasonable written proof of the value of Staff or Volunteer Labor, and for Donated Materials contributed to the project.
- C. The GRANTEE agrees that accounts and supporting documents relating to project expenditures will be adequate to permit an accurate and expeditious audit. An audit may be made at any time by the SOCIETY, its designated representatives, or any applicable agency of the State of Minnesota.

VII. AMENDMENTS AND CANCELLATION

A. Amendments

Any significant variations from proposed work, costs, and/or time frames described in this agreement which are experienced or anticipated during the course of the project and any significant problems, delays, or adverse conditions which materially affect planned performance should be submitted in writing to Grants Office, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, Minnesota 55102.

The SOCIETY will respond in writing, either approving or not approving the changes, and may amend the agreement if deemed necessary. Variations which are not known until the conclusion of the project may be submitted with the Financial Documentation; however, the GRANTEE understands that costs may be disallowed if changes are not approved. Any amendments to this agreement shall be in writing, and shall be executed by the same parties who executed the original agreement or their successors in office.

B. Cancellation

The SOCIETY may withhold, cancel, or revoke in whole or in part the grant amount if it determines that the GRANTEE has materially breached any term or condition of this agreement. GRANTEES will be given a 30-day notice. In lieu of cancellation, GRANTEES may be given proposed remedies to ensure successful completion of the project.

In addition, both parties may mutually agree to cancel the agreement if they determine that the project will not produce beneficial results commensurate with further expenditure of funds or because of circumstances beyond the control of either party. In the event of cancellation, the SOCIETY may withhold proceeds of the Grant; demand that the GRANTEE return any already disbursed proceeds to the Finance Commissioner; and seek any additional legal or equitable remedy(ies).

Finally, the GRANTEE hereby acknowledges that the proceeds of the Grant are being financed in part with funds provided by the State of Minnesota and administered through the SOCIETY, and that, per Minnesota Session Laws 2021, First Special Session Chapter 1, Article 4, Section 2, Subdivision 4, the funding will be canceled to the extent a court determines that the appropriation, or portion thereof, unconstitutionally substitutes for a traditional source of funding.

I have read the above agreement and agree to abide by all of its provisions. Upon execution, this Agreement controls all activities during the project period.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on the date(s) indicated below intending to be bound thereby.

MINNESOTA HISTORICAL SOCIETY
345 KELLOGG BOULEVARD WEST
SAINT PAUL, MINNESOTA 55102

CITY OF MADISON
404 SIXTH AVENUE,
MADISON, MINNESOTA 56256

Carolyn Veaser-Egbide (date)
Grants Manager

signature (authorized official)

Mary Green-Toussaint (date)
Contract Manager

(print name)

(print title) (date)



MINNESOTA HISTORICAL AND CULTURAL HERITAGE PROGRAM

City of Madison
G-MHCG-2107-26116 | \$ 120,562 | MN Historical and Cultural
City of Madison City Hall Historic Tower Rehabilitation

APPLICANT INFORMATION

Program Organization:	City of Madison
Project Director:	Val Halvorson
Authorized Officer:	Greg Thole
Applicant County:	Lac qui Parle
Applicant Organization Type:	Local/Regional Government
Governance/Board Members:	Greg Thole, Adam Conroy, Maynard Meyer, Tim Volk, Paul Zahrbock

PROJECT INFORMATION

Project Title:	City of Madison City Hall Historic Tower Rehabilitation
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Brief Project Summary:
Repair Bell tower siding, EPDM roof membrane, window and balustrade.

MINNESOTA HISTORICAL SOCIETY
MINNESOTA HISTORICAL AND CULTURAL HERITAGE GRANTS
APPROVED PROJECT BUDGET

Grantee: City of Madison

MNHS Grant #: 2107-26116

Project: City of Madison City Hall Historic Tower Rehabilitation

	Budget Item	Amount Requested	Grant Amount	Match
1.	Roofing	\$18,190.00	\$18,190.00	\$12,000.00
2.	Exterior Woodwork, siding, and window	\$55,741.00	\$55,741.00	
3.	Finishes	\$20,671.00	\$20,671.00	
4.	Contingencies	\$9,460.00	\$9,460.00	
5.	Bidding and Construction Fee	\$16,500.00	\$16,500.00	
6.				
7.				
8.				
9.				
10.				
11.				
12.				
	TOTAL		\$120,562.00	\$12,000.00

Scope of Work Form

MNHS Grants Office

FOR OFFICE USE ONLY

Grantee: City of Madison

Grant No.: 26116

Attachment: c

PROPERTY NAME: **Madison City Hall and Opera House**

DATE: **09.08.2021**

PROPERTY ADDRESS: **404 Sixth Avenue, Madison, Minnesota 562**

NRHP LISTING NO.: **85001820**

ITEM NO: 1	FEATURE: Tower Roof	CONST. DATE: Unknown	FUNDING SOURCE(S): <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> OTHER	BUDGET ITEM No.: 1
<p>DESCRIBE EXISTING FEATURE AND ITS CONDITION</p> <p>The existing roof at the tower is clad in metal. It is not known if this is the original material, but the original drawings indicate tin. The existing roof is quite deteriorated, with large areas of rust.</p> <p>DESCRIBE WORK AND IMPACT ON EXISTING FEATURE</p> <p>The metal will be removed, and a new EPDM roof will be installed. This will provide a weather-tight roof and at this height, the membrane will not be visible, the roof edge will be covered with metal flashing. The installation of the EPDM roof does not preclude the future installation of the dome. There may need to be additional flashing provided at any new penetrations.</p> <p>PHOTOS: 10,13 DRAWING SHEET NO.: A099, A101, A501 ADD'L DOCUMENTATION:</p>				
<p>UPDATES AFTER PROJECT IS COMPLETED</p>				

ITEM NO: 2	FEATURE: Bell Tower base and balustrade	CONST. DATE: Unknown, parts could be from 1904 and 1934	FUNDING SOURCE(S): <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> OTHER	BUDGET ITEM No.: 2
<p>DESCRIBE EXISTING FEATURE AND ITS CONDITION</p> <p>Remnants of the bell tower exist at the west end of the roof at the front of the building. Original drawings and historic photos suggest it is the lower part of a domed bell tower. The bell and dome were removed in 1934. A weather siren has taken its place. The structure of the bottom section is in fair condition. The balustrade and wood clad corner piers at the top of the structure are very deteriorated and most sections are missing. Siding on the tower is deteriorated or missing.</p> <p>DESCRIBE WORK AND IMPACT ON EXISTING FEATURE</p> <p>The structure and roof appear sound and will remain. New painted clapboard siding will be installed with a new painted wood balustrade to match the existing. The balustrade in the original drawings varies from what is extant. Since the existing balustrade was confirmed by historic photos, the existing balusters will be used as a template for new pieces. The weather siren must be maintained due to the required height and notification range which is critical to reaching the most residents.</p> <p>PHOTOS: 1, 2, 3, 5, 6, 7, 9, 13, 15 DRAWING SHEET NO.: A099-A550 ADD'L DOCUMENTATION:</p>				
<p>UPDATES AFTER PROJECT IS COMPLETED</p>				

ITEM NO: 3	FEATURE: Window	CONST. DATE: Unknown	FUNDING SOURCE(S): <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> OTHER	BUDGET ITEM No.: 2
<p>DESCRIBE EXISTING FEATURE AND ITS CONDITION</p> <p>There is a narrow-fixed window with diagonal divided lights at the tower at the west façade. The window is in poor condition, with weathered wood, missing glazing and finish.</p> <p>DESCRIBE WORK AND IMPACT ON EXISTING FEATURE</p> <p>The window will be repaired either with epoxy or replacement wood elements to match the existing. New glass will be installed, and the window sash, frame and trim will be painted. This work will return the original appearance of the window and provide a weather-tight opening.</p> <p>PHOTOS: 1, 2, 3, 6, 12, 14 DRAWING SHEET NO.: A202, A401 ADD'L DOCUMENTATION:</p>				
<p>UPDATES AFTER PROJECT IS COMPLETED</p>				

Scope of Work Form

MNHS Grants Office

FOR OFFICE USE ONLY

Grantee: City of Madison

Grant No.: 26116

Attachment: C

PROPERTY NAME: **Madison City Hall and Opera House**

DATE: **09.08.2021**

PROPERTY ADDRESS: **404 Sixth Avenue, Madison, Minnesota 562**

NRHP LISTING NO.: **85001820**

ITEM NO: 4	FEATURE: Painting	CONST. DATE: Unknown	FUNDING SOURCE(S): <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> OTHER	BUDGET ITEM No.: 3
<p>DESCRIBE EXISTING FEATURE AND ITS CONDITION</p> <p>The tower has painted wood clapboard siding, corner boards and painted wood piers and balustrade. The existing wood window and casing was painted. The condition of the paint is poor with much of the paint loose, peeling or missing.</p> <p>DESCRIBE WORK AND IMPACT ON EXISTING FEATURE</p> <p>The tower will be rebuilt, and the new materials are to be painted. The existing wood window will be repaired as required and painted. Paint color investigations will be conducted during the construction project to determine what colors are to be used. There is little paint remaining on the wood elements, but historic photographs suggest that the color was not dark as paint remnants indicate. Paint analysis of the wood elements indicate that the color was a light cream color.</p> <p>PHOTOS: 6-15 DRAWING SHEET NO.: A201, A202, A401, A402, A501 ADD'L DOCUMENTATION:</p>				
UPDATES AFTER PROJECT IS COMPLETED				

ITEM NO:	FEATURE:	CONST. DATE:	FUNDING SOURCE(S): <input type="checkbox"/> GRANT <input type="checkbox"/> OTHER	BUDGET ITEM No.:
<p>DESCRIBE EXISTING FEATURE AND ITS CONDITION</p> <p>DESCRIBE WORK AND IMPACT ON EXISTING FEATURE</p> <p>PHOTOS: DRAWING SHEET NO.: ADD'L DOCUMENTATION:</p>				
UPDATES AFTER PROJECT IS COMPLETED				

ITEM NO:	FEATURE:	CONST. DATE:	FUNDING SOURCE(S): <input type="checkbox"/> GRANT <input type="checkbox"/> OTHER	BUDGET ITEM No.:
<p>DESCRIBE EXISTING FEATURE AND ITS CONDITION</p> <p>DESCRIBE WORK AND IMPACT ON EXISTING FEATURE</p> <p>PHOTOS: DRAWING SHEET NO.: ADD'L DOCUMENTATION:</p>				
UPDATES AFTER PROJECT IS COMPLETED				

MINNESOTA HISTORICAL SOCIETY
LETTER OF AGREEMENT GOVERNING USE OF HISTORIC SITE

This agreement is made on the 01 day of December, 2021, by the City of Madison (hereinafter referred to as the GRANTEE), and in favor of the State of Minnesota acting through the Minnesota Historical Society's Heritage Preservation Office (hereafter referred to as the SOCIETY), for the purpose of preservation of a certain property known as the: City of Madison City Hall and Opera House hereinafter the Property.

The City of Madison City Hall and Opera House, listed on the National Register of Historic Places, is comprised of grounds, collateral, appurtenances, and improvements and is located at 404 6th Ave, Madison, in Lac qui Parle County.

In consideration of the sum of \$ 120,562 given to the GRANTEE through the Minnesota Historical and Cultural Heritage Grants Program through the SOCIETY from the State of Minnesota (MNHS Grant Number: 2107-26116), the GRANTEE hereby agrees to the following for a period of ten (10) years:

1. The GRANTEE agrees to assume the cost of the continued maintenance and repair of said Property so as to preserve the architectural, historical, or archaeological integrity of the same in order to protect and enhance those qualities that made the property eligible for listing on the National Register of Historic Places.
2. The GRANTEE agrees that no visual or structural alterations will be made to the property without prior written permission of the SOCIETY.
3. The GRANTEE agrees that the SOCIETY, its agents or designees shall have the right to inspect the property at all reasonable times in order to ascertain whether or not the conditions of this agreement are being observed.

This agreement shall be enforceable in specific performance by a court of competent jurisdiction.

MINNESOTA HISTORICAL SOCIETY
345 KELLOGG BOULEVARD WEST
SAINT PAUL, MINNESOTA 55102

CITY OF MADISON
404 SIXTH AVENUE,
MADISON, MINNESOTA

Mary Green-Toussaint (date)
Contract Manager

signature (authorized official)

(print name)

(print title) (date)



SOUTHWEST MINNESOTA

Housing Partnership

Session 2 of 2

Thursday, January 13th, 2022

9:00am-11:00am

Zoom Meeting ID: 899 9044 3375 | Passcode: Housing

Free, virtual event--pass on the invitation!

Send questions to jasminef@swmhp.org

Learn about:

- Construction services from construction management to blower door testing to rental unit inspections
- Financing options for new construction or redevelopment
- Architectural and design services
- Grant application services for state funding opportunities
- Community engagement and creative placemaking
- Homeownership services from financial literacy to educational assistance

Memo

To: Mayor Thole, City Council, and City Employees
From: City Clerk's Office
Date: January 4, 2022
Re: "Sunshine" Fund

We have established a privately funded "Sunshine Fund" to be used to recognize life events like births, deaths, hospitalizations, etc.

Participation in this fund is voluntary and historically we have collected \$20 in January of each year from those individuals who wish to participate.

Your donation can be dropped off at the City Hall business office at your convenience!

Thank you.

CLAIMS REPORT

Check Range: 1/05/2022- 1/05/2022

UP CK# 62250 - 62260

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	DATE
101-21200	GENERAL DUE TO ELECTRIC FUND CITY OF MADISON	GEN-SEALCOAT LOAN PRINCIPLE	31,246.55	62250	1/05/22
		2120 DUE TO ELECTRIC FUND TOTAL	31,246.55		
101-41320-202	ADMINISTRATION ISAIAH TUCKETT	ADMIN-FOLD/STUFF ENV 1/22	175.00	62260	1/05/22
101-41320-321	FRONTIER COMMUNICATIONS	CTY HALL-FIRE ALARM 1/18/22	56.40	62252	1/05/22
		4132 ADMINISTRATION TOTAL	231.40		
101-41610-304	CITY ATTORNEY SWENSON NELSON & STULZ PLLC	CTY ATT-LEGAL FEES 1/22	2,000.00	62259	1/05/22
		4161 CITY ATTORNEY TOTAL	2,000.00		
101-41940-310	CITY HALL NICOLE SIEDSCHLAG	CTY HALL-CLEANING	1,045.00	62257	1/05/22
		4194 CITY HALL TOTAL	1,045.00		
101-43100-613	STREET MAINTENANCE CITY OF MADISON	GEN-SEALCOAT LOAN INTEREST	1,593.89	62250	1/05/22
		4310 STREET MAINTENANCE TOTAL	1,593.89		
101-45181-520	GRAND THEATER ROGER SIS	GRAND-BRICK REPAIR/SPRAY FOAM	1,100.00	62258	1/05/22
		4518 GRAND THEATER TOTAL	1,100.00		
		101 GENERAL TOTAL	37,216.84		
601-49400-230	WATER WATER PRODUCTION HAWKINS INC.	WT-CHEMICALS	1,172.79	62253	1/05/22
601-49400-234	HAWKINS INC.	WT-POLY PHOSPHATE	1,133.96	62253	1/05/22
601-49400-236	HAWKINS INC.	WT-CHLORINE	386.64	62253	1/05/22
601-49400-409	MVTL LABORATORIES INC	WT-REGULAR TESTING	62.00	62255	1/05/22
		4940 WATER PRODUCTION TOTAL	2,755.39		
		601 WATER TOTAL	2,755.39		
602-49450-240	SEWER SEWER TREATMENT FLEXIBLE PIPE TOOL CO.	SEW-TEN-A-CLAW	365.00	62251	1/05/22
602-49450-409	MVTL LABORATORIES INC	SEW-REGULAR TESTING	266.20	62255	1/05/22

CLAIMS REPORT

Check Range: 1/05/2022- 1/05/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
		4945 SEWER TREATMENT TOTAL	631.20		
		602 SEWER TOTAL	631.20		
604-22000	ELECTRIC UTILITY DEPOSITS PAYABLE SANDY LARSON	UTIL DEPOSIT REF-S LARSON	200.00	62254	1/05/22
		2200 DEPOSITS PAYABLE TOTAL	200.00		
604-49590-602	ADMINISTRATION AND GENERA SANDY LARSON	UTIL INTEREST REF-S LARSON	.06	62254	1/05/22
		4959 ADMINISTRATION AND GENERA TOTAL	.06		
		604 ELECTRIC UTILITY TOTAL	200.06		
614-46330-601	EASTVIEW APARTMENTS PUBLIC HOUSING PROJECTS	EASTVIEW-BOND PRINCIPLE	80,000.00	62256	1/05/22
614-46330-602	NORTHLAND TRUST SERVICES, NORTHLAND TRUST SERVICES,	EASTVIEW-BOND INTEREST	1,800.00	62256	1/05/22
		4633 PUBLIC HOUSING PROJECTS TOTAL	81,800.00		
		614 EASTVIEW APARTMENTS TOTAL	81,800.00		
		Accounts Payable Total	122,603.49		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
101	GENERAL	37,216.84
601	WATER	2,755.39
602	SEWER	631.20
604	ELECTRIC UTILITY	200.06
614	EASTVIEW APARTMENTS	81,800.00

	TOTAL FUNDS	122,603.49

Debit Card Purchases for Council Approval

Purchase Date	Vendor	Description	Amount	Acct #	Debit Card Holder
12/29/2021	Walmart	CHALL-frames for outstanding citizen	\$13.72	101-41940-219	Cheri Tuckett
12/30/2021	Post Master	ELEC-Postage for meter to Itron	\$14.65	604-49570-201	Dave Johnson
1/3/2022	Amazon	SkateRink-First aid kit	\$29.00	101-45127-210	Todd Erp
1/3/2022	Amazon	Str-Joystick for snow blower	\$40.39	101-43100-221	Todd Erp
1/5/2022	Amazon	Str-Mount for snowblower control box	\$70.93	101-43100-221	Todd Erp