

CITY OF MADISON
AGENDA AND NOTICE OF MEETING
Regular Meeting of the City Council – **5:00 PM**
Monday July 25, 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 July 14, 2022 regular meeting minutes are enclosed. A MOTION is in order. (Council)

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

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

5. CONSENT AGENDA

A. EDA Minutes – June 6, 2022 – receive

Page 4

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

6. UNFINISHED AND NEW BUSINESS

Page 6

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

B. Approve 2021 Audit Report – Daryl Kanthak. A DISCUSSION and MOTION may be in order. (Manager, Council)

C. Law Enforcement Contract Report – Sheriff Anderson. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 7

D. Approve Library Roof Proposal. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 10

E. Approve Wastewater Treatment Plant Generator Preliminary Design Work- DGR. A DISCUSSION and MOTION may be in order. (Manager, Council)

- F. Resolution 22-24-01. Election Judge Appointments – correction. A DISCUSSION and MOTION may be in order. (Manager, Council)

- G. Resolution 22-27. Debit Card Policy. A DISCUSSION and MOTION may be in order. (Manager, Council)

- H. Resolution 22-28. Transfer of Real Property. A DISCUSSION and MOTION may be in order. (Manager, Council)

- I. Public Sale of Tax Forfeited Property. A DISCUSSION and MOTION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

- MNDOT Utility Design 90%
- May 12, 2022 Storm Claim Update
- Diversity Council

8. MAYOR/COUNCIL REPORTS (Mayor/Council)

- EDA – July 18th, 2022

9. AUDITING CLAIM

A copy of the Schedule Payment Report of bills submitted July 14, 2022 through July 25, 2022 is attached for approval for Check No. 62997 through Check No. 63094 and debit card purchases. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
JULY 14, 2022**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Greg Thole on Thursday, July 14, at 12:13 p.m. in Council Chambers at City Hall. Councilmembers present were: Mayor Greg Thole, Maynard Meyer, Tim Volk, and Adam Conroy. Also present were: City Manager Val Halvorson and City Attorney Rick Stulz. Councilmember absent was Paul Zahrbock.

AGENDA

Upon motion by Meyer, seconded by Conroy and carried, the Agenda was approved as amended. Additions include the resolution approving State of Minnesota Joint Powers Agreements with the City of Madison on behalf of its city attorney. All agenda items are hereby placed on the table for discussion.

MINUTES

Upon motion by Conroy, seconded by Volk and carried, the June 13 2022, regular meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

None

CONSENT AGENDA

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

CITY COUNCIL CHECKLIST

Council reviewed the City Council Checklist.

LIQUOR ORDINANCE WAIVER – BLOCK PARTY

Upon motion by Conroy, seconded by Meyer and carried, **RESOLUTION 22-23** titled “Resolution Temporarily Waiving the Liquor Ordinance at the Flags of Honor during the June 29, 2022 Block Party from 5PM to 8PM”, was adopted. This would provide for the sale of beer along with non-alcoholic beverages during the Chamber Block Party on June 29th. A complete copy of Resolution 22-23 is contained in City Clerk’s Book #10.

ELECTION JUDGES

Upon motion by Volk, seconded by Conroy and carried, **RESOLUTION 22-24** titled “Election Judge and Alternate Election Judge Appointments” was adopted. This resolution would provide for appointment of individuals to serve as Election Judges for the Primary Election to be held August 9, 2022. A complete copy of Resolution 22-24 is contained in City Clerk’s Book #10.

FUND BALANCE AND RETAINED EARNINGS SUMMARY

Upon motion by Conroy, seconded by Meyer and carried, **RESOLUTION 22-25** titled “Resolution Reserving & Designating Unreserved, Designated and Reserved Fund Balance” was adopted. This resolution would allow for the reservation of funds effective December 31, 2021. A complete copy of Resolution 22-25 is contained in City Clerk’s Book #10.

TRANSFER OF REAL PROPERTY – SQUARE PARK

Upon motion by Conroy, seconded by Volk and carried, **RESOLUTION 22-26** titled “Resolution Authorizing the Transfer of Real Property to the Madison EDA” was adopted. This resolution would allow the City of Madison to transfer the property to the EDA for development of residential housing. A complete copy of Resolution 22-26 is contained in City Clerk’s Book #10.

STREET CLOSURES – DRAGONFEST

Upon motion by Meyer, seconded by Conroy and carried, Council approved temporary street closures for Dragonfest events for the following locations:

- 5th Avenue between 2nd and 3rd Street from 4 p.m. Friday, July 15th through 8 a.m. Sunday, July 17th
- 7th Avenue between 2nd and 3rd Street from 4 p.m. to 10 p.m. on Friday, July 15th
- 2nd Street between 7th and 8th Avenue from 3 p.m. Friday, July 15th through 8 a.m. Sunday, July 17th
- 7th Avenue between 2nd and 3rd Street from 8 a.m. to 8 p.m. on Saturday, July 16th
- 6th Avenue between 2nd and 6th Street from 9 a.m. to 12 p.m. on Saturday, July 15th

CHAMBER FIREWORKS

Upon motion by Meyer, seconded by Conroy and carried, Council acknowledged receipt of an Application/Permit for Display of Fireworks/Pyrotechnic Special Effects for the Madison Chamber of Commerce and J & M Displays for the fireworks display in Madison on July 16, 2022.

STATE OF MN JOINT POWERS AGREEMENTS

Upon motion by Meyer, seconded by Volk and carried, **RESOLUTION 22-27** titled “Resolution Approving State of Minnesota Joint Powers Agreements with the City of Madison on Behalf of its City Attorney” was adopted. This resolution would provide the City of Madison on behalf of its City Attorney, Rick Stulz, and Lac qui Parle County Sheriff, Allen Anderson, to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State’s criminal justice data communications network for which the City is eligible. A complete copy of Resolution 22-27 is contained in City Clerk’s Book #10.

CITY MANAGER’S REPORT

MNDOT Open House: Maynard attended and provided an update on the information discussed.

FY2021 American Rescue Plan EDA Grant Response: The City application was not selected for funding.

2023 Budget: We have begun planning for the 2023 budget cycle. Supervisors have been provided line item detail and asked to complete their requests by August 1st. We have seen expenses rising for inputs to provide basic services.

MAYOR/COUNCIL REPORTS

Election Filing Notice: Affidavits and petition forms may be picked up at the City Clerk’s office beginning at 8:00 a.m. on Tuesday, August 2; the last day to file for candidacy is Tuesday, August 16 until 5:00 p.m.

DISBURSEMENTS

Upon motion by Volk, seconded by Meyer and carried, Council approved disbursements for bills submitted between June 13 and July 14, 2022. These disbursements include United Prairie Check Nos. 62997-63119.

There being no further business, upon motion by Conroy, seconded by Volk and carried, meeting adjourned at 12:54 pm.

Greg Thole - Mayor

ATTEST:

Val Halvorson – City Manager

**CITY OF MADISON
MINUTES OF THE
MADISON ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
Monday, June 6, 2022 – 4:00 p.m.**

Pursuant to due call and notice thereof, the regular meeting of the Madison Economic Development Authority was conducted at 4:00 p.m. on Monday, June 6, 2022 at the Madison Municipal Building.

Members in attendance: Commissioners Ryan Young, Maynard Meyer, Jim Connor, Greg Thole, John Maatz, and Karin Moen. Members absent: Matt Monson
Also, in attendance were City Manager Val Halvorson, City Attorney Rick Stulz, and Kris Shelstad

President Jim Connor called the meeting to order at 4:04 p.m.

APPROVAL OF AGENDA

Upon motion by Meyer, seconded by Maatz and carried, the agenda was approved with an addition of a loan request from the LqP Ag Society. All agenda items are hereby placed on the table for discussion.

APPROVAL OF MINUTES

Upon motion by Young, seconded by Moen and carried the May 2, 2022 regular meeting minutes of the Madison Economic Development Authority were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

No one present.

CONSENT AGENDA

Upon motion by Moen seconded Maatz and carried to approve the Consent Agenda.

DEVELOPABLE PROPERTIES

Madison EDA members along with UMVRDC representatives Kevin Ketelson and Dawn Heglund, participated in a zoom meeting with the project architect Anthony Adelman. Participants discussed potential building designs and uses for Block 48. Adelman will create a more realistic design from meeting input. This design will be used to market the property to developers.

STRATEGIC PLAN QUARTERLY EVALUATION

Members reviewed timeline and discussed progress from current efforts. Job fair attendance saw opportunities to engage with junior high students more than high school. Discussion continued around recruiting and marketing to past students. Ideas were Instagram, mailings, reunion packet, fair booth, and contractor outreach.

EASTVIEW RENT DISCUSSION

Commissioners reviewed a resolution authorizing Eastview rental rate increase. Upon motion by Meyer, seconded by Young and carried to approve the Resolution 22-01 Authorizing Eastview Rate Increase as presented effective September 1, 2022.

2 Bedroom 1 Level: \$650 to \$690
3 Bedroom 1 Level: \$675 to \$715
3 Bedroom 2 Level: \$630 to \$670

Commissioners requested that this item be included on the agenda on an annual basis to discuss rental rates.

LQP AGRICULTURAL SOCIETY

Application was received and reviewed by the finance committee for a loan to construct a band shelter for \$50,000. Terms requested were 5 years at 0% interest. The finance committee was in support of the project. Discussion was held on the terms. Commission members shared the Ag Society is 100% volunteers and no one is receiving a wage, and their property is utilized as a community asset. Upon motion by Thole seconded Young and carried to approve the loan request to the LqP Agricultural Society.

COMMITTEE REPORTS AND WORK PLAN

The committee reviewed the work plan. Update was heard on the potential housing investor, and possible locations.

Upon motion by Thole, seconded Meyer and carried, the meeting adjourned at 6:20 p.m.

Jim Conner, President

ATTEST:

Val Halvorson, Acting Secretary

CITY COUNCIL CHECKLIST

7/22/2022

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	Progress Notes	COMPLETE
Pool Hours of Operation	3/25/2019	Zahrbock	CM, council	Last Date August 24th	ongoing
Senior Meal site and Center	1/13/2020	Meyer	CM, Meyer	Constuction and purchases completed-	ongoing
City Garage	4/20/2017	Thole, Fernhe	CM	Painting complete	ongoing
MNDOT 2023	8/20/2020	Council	VH	Recommendation to MNDOT by 11/23/20--	ongoing
Handicap Restroom at Grand/Public	8/26/2019	Meyer	CM, Thole	Open 04/01/2021	6/30/2021
Climbing Wall at Pool	8/26/2019	Volk	Parks	Application approved -- prepare for install -- install complete	5/31/2021
Madison Gateway Sign	9/23/2020	Thole	Thole, VH	Complete -- waiting final invoices	7/2/2021
Federal EDA EAA Grant Infrastrucu	9/1/2021	Council	CM	We were not selected	2022
Recreation Facility	5/2/2017	EDA	CM, Conroy	On hold - will require additional community engagement	ongoing
Hwy 40 Curbing - ask MNDOT to repair	5/11/2015	Zahrbock	CM, Engineer	2023 Construction - Public Meeting 7/15/2022	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	approved 6 applications - 3 on hold - 4 agreements waiting signature	ongoing
Downtown Open Space-Block 48	10/27/2014	Conroy	CM Parks Board	EDA 2nd meeting with architect held 6/6/22	ongoing
Broadband Exploration	4/20/2017	Meyer	CM,committee	Construction update	2022/2023
Infrastructure North Expansion	9/1/2021	Council	CM, council	PFA application for funding submitted - EDA denied	
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Milestone 3 submitted for tower, work to begin 7/5/22. Window Grant Submitted	2022
Service Resource Officer	6/13/2022	Council	PZ, CM	Met with Sheriff, he will report at next Council	
Welcome Sign School Pride State Champ	7/1/2021	Zahrbock	CM, PZ, AC	March 22, 2022 Meeting Report	2022

July 7, 2022

Val Halvorson
City of Madison
404 6th Avenue
Madison, MN 56256

Dear Ms. Halvorson:

Thank you for inviting MacDonald & Mack Architects to submit this proposal for Construction Documents for architectural services for a new flat roof to Madison's historic library. We have enjoyed working with you at the Madison City Hall and would welcome the opportunity to assist with your stewardship of this wonderful building as well.

As I understand, Rita Goodrich has already been working with you and Marty Duenow, from Roofing Company to assess the condition and define the reroofing scope of the flat roof portion of the Madison City Library.

Please feel free to contact me, as the project principal-in-charge, if you have any questions. I can be reached via e-mail at toddg@mmarchltd.com or by calling 612-341-4051.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Todd Grover', followed by a long horizontal line.

Todd Grover, AIA
MacDonald & Mack Architects, Ltd.

PROJECT UNDERSTANDING

Madison City Library was built in 1905-06, as a Carnegie library, in the Classical Revival style, with a brick exterior and a raised foundation. The building is topped with a low octagonal metal dome, its flat roof surrounded by a low parapet wall. The library was placed on the National Register of Historic Places in 1985 and an addition was added in 2001-02.

All work will comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties and the applicable National Park Service Preservation Briefs, along with the guidelines and protocols of State Historic Preservation Office. MacDonald & Mack is well-versed in each of these documents and guides, working with them daily.

PROJECT APPROACH & WORK PLAN

START-UP MEETING AND ON-SITE INVESTIGATION

We began the project with a start-up meeting with yourself and Marty Duenow, Roofing Company. The meeting was to establish the roadmap for the project, establishing goals, timelines, methodology, budget, and phasing.

We conducted a site visit to investigate and document the building roof. This included observing, photographing, and measuring the following:

- Flat roof
- Parapets
- Dome
- Roof drainage systems
- Attic

CONSTRUCTION DOCUMENTS

Based on on-site investigations and project meetings that developed a scope of work for the first phase of the roofing project, we will develop Construction Documents, consisting of construction drawings and written specifications. These documents will be used to select a qualified contractor, obtain USDA grant approval, and build the project in conformance with the identified objectives.

We will submit 100 percent documents to the city for review and comment. The completed construction documents can be used to obtain additional pricing from other roof contractors and to satisfy the review requirements of the USDA grant and the City Council.

SCOPE OF WORK FORM FOR USDA GRANT REVIEW

Preparation of the Scope of Work Form for USDA grant review by the State Historic Preservation Office. To be submitted with Construction Documents.

FEES

MacDonald & Mack Architects proposes to complete this project for a not to exceed fee of \$10,185.

1. Site visit and meeting to document and measure the roof and determine the scope of work and phasing.
2. Preparation of bidding documents for roof repair including new EPDM membrane, new parapet caps, new flashing, and insulation. Hazardous material removal at roof level.

SCHEDULE

Our team is ready to proceed upon receipt of a notice to proceed and committed to meeting your proposed schedule to start construction work this fall.

Val Halvorson

From: Andy Koob <andy.koob@dgr.com>
Sent: Tuesday, July 12, 2022 6:01 PM
To: Val Halvorson
Cc: Shannen Struckman
Subject: RE: Back up Power
Attachments: Prdiem22 A - Standard.pdf

LAC QUI PARLE COUNTY SECURITY NOTICE:

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

Good evening Val –

We have assembled a scope of work for the “Preliminary Design Phase” for the potential addition of a permanent emergency generator at the WWTF. Specific tasks we identified for the Preliminary Design Phase are as follows:

- Visit the site.
- Size the generator.
- Produce a project cost estimate.
- Develop a project schedule.
- Identify potential sources of grant monies available to help fund the project; if any.
- Determine MPCA permitting requirements for the emergency-only generator.
- Compile the above preliminary design information into correspondence for review by City staff. Proceed to the final design, bidding, and construction phases after review of any comments from City staff.

We propose to complete the above tasks using an hourly plus reimbursables arrangement for an estimated fee of \$7,500. Our work would be billed at the then-current Hourly Fee Schedule in effect at the time the work is performed. A copy of our current 2022 Hourly Fee Schedule A is attached. In addition to the amount relating to the personnel grade of the individuals doing the work, the only other expenses expected to be billed directly are travel-related costs (primarily mileage); subsistence costs if overnight stays are required (food and lodging); and Engineer’s consultant charges (if any).

Let me know if this is agreeable to you. If so, I’ll proceed with assembling the formal Task Order for your and/or Council approval.

Thanks!

Andy Koob, PE



1302 South Union Street
Rock Rapids, IA 51246
phone: 712-472-2531
cell: 712-470-6684

www.dgr.com

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From: Shannen Struckman <shannen.struckman@dgr.com>
Sent: Tuesday, June 28, 2022 2:53 PM
To: Val Halvorson <Val.Halvorson@ci.madison.mn.us>
Cc: Andy Koob <andy.koob@dgr.com>
Subject: RE: Back up Power

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-24-01**

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

**ELECTION JUDGE AND ALTERNATE
ELECTION JUDGE APPOINTMENTS**

WHEREAS, A Primary Election will be held in the City of Madison, Minnesota on Tuesday, August 9th, 2022, and

WHEREAS, the City Council is establishing the Election Judge and Alternate Election Judge Appointments in compliance with the requirements of the applicable Minnesota Statutes 204B.21, Subd. 2.

NOW THEREFORE BE IT RESOLVED that the City Council of Madison, Lac qui Parle County, Minnesota is establishing the Election Judge and Alternate Election Judge Appointments in compliance with Minnesota Statute 204B.21, Subd. 2 effective for the August 9, 2022, Primary Election at a wage of \$10.33 per hour. (Note: Judge with an asterisk (*) is designated as Head Judge and will be compensated at a wage of \$10.83 per hour; Judges with double asterisk (**) are excluded from the hourly rate and receive compensation under different schedules):

Election Judge Appointments

Cheryl Heimerl	Cynthia Albrecht
Sharon Redepenning*	Deb Koester
Cindy Heinrich	Denise Connor
Christine Enderson**	Angela Amland**

Upon vote taken thereon, the following voted

For:

Against:

Absent:

Whereupon said Resolution No. 22-24-01 was declared duly passed and adopted this 25th day of July, 2022.

Greg Thole
Mayor

ATTEST:

Christine Enderson
City Clerk

**CITY OF MADISON, MINNESOTA
RESOLUTION 22-27**

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

RESOLUTION ADOPTING DEBIT CARD POLICY

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

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

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

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

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 22-27 was declared duly passed and adopted this 25th day of July, 2022.

Greg Thole
Mayor

Attest: _____
Christine Enderson
City Clerk

RESOLUTION 22-27
CITY OF MADISON DEBIT CARD POLICY
EXHIBIT A

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

Debit Card transactions on bank statements do not contain the detail necessary to satisfy the requirements of “claims presented to the City for payment must be in writing and itemized”. Therefore, invoices and receipts for all items purchased on with a debit card must be retained. A list of all Debit Cards charges will be included with monthly expenditures for Council review and approval. (*MN Stat 412.271 subd. 2, MN Stat 471.38 subd 1*)

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

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

Adopted by the City Council of the City of Madison, County of Lac qui Parle, State of Minnesota this the 25th day of July, 2022.

CITY OF MADISON DEBIT CARD POLICY ACKNOWLEDGMENT

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

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

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

Employee Signature

Date

Print Name

Received by

Date

DEBIT CARD HOLDERS AS OF June 28, 2021

United Prairie Debit Card:

4 City Administration – Val Halvorson, Christine Enderson, Angie Amland & Cheri Tuckett

3 Public Works –

Street Department Supervisor – Todd Erp

Line Department – David Johnson

Water Department Supervisor – Dean Broin

1 Fire Department Treasurer – Jared Rakow

1 Ambulance Chief – Scott Schake

Lac qui Parle County

600 6th Street, Suite 5
Madison, MN 56256

Angie Djonne, Auditor-Treasurer

(320)-598-3648 Phone
(320)-598-3125 FAX

City of Madison
City Hall
404 6th Ave
Madison, MN 56256

NOTICE OF PUBLIC SALE OF TAX-FORFEITED LANDS

Minnesota Statutes No. 282.02 requires that our office notify you that property located **adjacent to you** will be forfeited and sold by the State of Minnesota for non-payment of real estate taxes.

The land to be forfeited and sold is described as follows:

#54-0239-000 Lot 16 (16), Block Thirty-four (34), City of Madison

The appraised value of the above property is set at \$1000.00 and that is the minimum opening bid that will be accepted at the public auction scheduled for Wednesday, August 3rd, 2022 at 2:00 p. m. If this property is not sold at that time for the appraised value or more, it will remain on the forfeited tax list until sold.

Again, this is just an *informational letter* telling you of the upcoming sale of property which adjoins property owned by you.

If you have any questions, please feel free to call our office at (320) 598-3648.

Sincerely,

Angie Djonne

Angie Djonne

Auditor-Treasurer

Dated: June 30, 2022

July 20, 2022

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

RE: **S.P. 3701-92 (T.H. 40 & 75)**
Location: Madison, MN

Dear City of Madison:

At this time, the Minnesota Department of Transportation (MnDOT) is in the process of preparing the construction plans for the above-referenced project. The enclosed plan includes the depiction of all of the utility information we have gathered to date. The project involves grading, bituminous mill and overlay, and ADA improvements.

MnDOT has scheduled the Utility Design Meeting through Microsoft Teams on August 11th 2022 at 1:00pm. The purpose of this meeting is to review any apparent conflicts between the proposed project and any existing facilities, resolve issues, and work toward relocating utility facilities in an orderly and efficient manner.

According to Minnesota Statutes, section 216D.04, you must attend this meeting, or make other arrangements to provide information. All utility owners must participate in the meeting and understand any decisions that are made. Since the relocation of one utility owner's facilities can affect the existing and proposed facilities of another, this meeting can provide you with opportunities to work together and minimize your impacts. If you will be unable to attend, please send a representative to the meeting who will be prepared to discuss relocations, schedules, and any other issues that arise and can make decisions about this project.

Please review these plans and verify whether the depiction of your facilities is correct. If it is not, please indicate what revisions are necessary. Please advise me if you find any incorrect information.

MnDOT is also sending the enclosed information to other utility owners we have identified in the construction limits. These utility owners include:

Cargill Incorporated, Federated Telephone Cooperative, Frontier, Mediacom, Minnesota Energy Resources Corporation

We will contact you at a later date with specific instructions to provide your relocation plans

Thank you for your cooperation in the design of this project. We believe that by working together, we can reduce overall project costs, better serve the public, and provide a better experience for all involved. If you have any questions or comments regarding the plan for this project or the requested information, please contact me at 612-376-2056 or kevin.g.miller@aecom.com.

Sincerely,

Kevin Miller
Project Manager
AECOM
800 LaSalle Avenue, Suite 1100
Minneapolis, MN 55402

CLAIMS REPORT

Check Range: 7/21/2022- 7/21/2022

UP CK# 63120-63141

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
GENERAL					
101-41110-201	MAYOR AND COUNCIL GOVERNMENT FORMS & SUPPLY	COUNCIL-MINUTE/RES BOOK	325.00	63125	7/21/22
	4111 MAYOR AND COUNCIL TOTAL		325.00		
FIRE DEPARTMENT					
101-42200-212	LQP CO-OP OIL	FIRE-FUEL EXPENSE	58.52	63129	7/21/22
101-42200-221	EMERGENCY APPARATUS MAINTENANC	FIRE-VEHICLE REPAIRS	374.82	63123	7/21/22
101-42200-221	MADISON AUTO PARTS	FIRE-PARTS	9.18	63130	7/21/22
101-42200-221	MADISON HARDWARE HANK	FIRE-BUNGEE CORD	26.71	63132	7/21/22
101-42200-223	OVERHEAD DOOR CO OF WATERTOWN	FIRE-HD ROLLER	344.25	63137	7/21/22
101-42200-240	MIDWEST MACHINERY CO	FIRE-PARTS	1,568.79	63133	7/21/22
	4220 FIRE DEPARTMENT TOTAL		2,382.27		
STREET MAINTENANCE					
101-43100-221	ZIEGLER INC.	STR-HYDRAULIC FITTING-PAYLOADE	12.88	63141	7/21/22
	4310 STREET MAINTENANCE TOTAL		12.88		
	101 GENERAL TOTAL		2,720.15		
CULTURE & REC CAP. FUND					
CAPITAL PROJ (CULT & REC)					
420-45020-409	ROSELLA ANDERSON	PARKS-BIOME SOLAR LIGHTS	72.12	63120	7/21/22
420-45020-409	RICHARD NEWMAN	PARKS-CANDY FOR PARADE	64.07	63136	7/21/22
	4502 CAPITAL PROJ (CULT & REC) TOTAL		136.19		
	420 CULTURE & REC CAP. FUND TOTAL		136.19		
WATER					
WATER PRODUCTION					
601-49400-231	HAWKINS INC.	WT-CHLORINE CYLINDER	1,636.62	63126	7/21/22
601-49400-233	NALCO COMPANY	WT-NALCLEAR	360.10	63135	7/21/22
601-49400-236	HAWKINS INC.	WT-CHLORINE	435.95	63126	7/21/22
601-49400-321	FRONTIER COMMUNICATIONS CORP	WT-CIRCUIT 8/22	43.43	63124	7/21/22
601-49400-409	MVTL LABORATORIES INC	WT-REGULAR TESTING	24.20	63134	7/21/22
	4940 WATER PRODUCTION TOTAL		2,500.30		
	601 WATER TOTAL		2,500.30		
SEWER					
SEWER TREATMENT					
602-49450-216	HAWKINS INC.	SEW-SULFUR DIOXIDE CYLINDERS	120.00	63126	7/21/22
602-49450-404	QUALITY FLOW SYSTEMS, INC	SEW-MONITORING MODULE	378.56	63138	7/21/22
602-49450-409	MVTL LABORATORIES INC	SEW-REGULAR TESTING	156.40	63134	7/21/22

CLAIMS REPORT

Check Range: 7/21/2022- 7/21/2022

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
		4945 SEWER TREATMENT TOTAL	654.96		
		602 SEWER TOTAL	654.96		
604-22500	ELECTRIC UTILITY EA PAYABLE - ELECTRIC STATE OF MN	ENERGY ASS-#938162-KHOIUM	943.52	63139	7/21/22
		2250 EA PAYABLE - ELECTRIC TOTAL	943.52		
604-49570-240	ELECTRICAL DISTRIBUTION ZIEGLER INC.	ELEC-TOOLS	429.99	63141	7/21/22
		4957 ELECTRICAL DISTRIBUTION TOTAL	429.99		
		604 ELECTRIC UTILITY TOTAL	1,373.51		
	LIQUOR OFF-SALE LIQUOR				
609-49750-251	BELLBOY CORPORATION	LIQ-LIQUOR EXPENSE	3,716.10	63121	7/21/22
609-49750-251	BEVERAGE WHOLESALERS	LIQ-LIQUOR EXPENSE	2,095.70	63122	7/21/22
609-49750-251	JOHNSON BROS-ST.PAUL	LIQ-LIQUOR EXPENSE	1,350.52	63127	7/21/22
609-49750-251	MADISON BOTTLING CO.	LIQ-BEER EXPENSE	2,987.30	63131	7/21/22
609-49750-258	BELLBOY CORPORATION	LIQ-FREIGHT EXPENSE	59.40	63121	7/21/22
609-49750-258	JOHNSON BROS-ST.PAUL	LIQ-FREIGHT EXPENSE	31.69	63127	7/21/22
609-49750-342	LQP BROADCASTING COMPANY, INC	LIQ-AD	75.00	63128	7/21/22
609-49750-342	RBM PUBLICATIONS	LIQ-JUNE ADVERTISING	290.00	63140	7/21/22
		4975 OFF-SALE LIQUOR TOTAL	10,605.71		
		609 LIQUOR TOTAL	10,605.71		
		Accounts Payable Total	17,990.82		

**CLAIMS REPORT
CLAIMS FUND SUMMARY**

FUND	NAME	AMOUNT
101	GENERAL	2,720.15
420	CULTURE & REC CAP. FUND	136.19
601	WATER	2,500.30
602	SEWER	654.96
604	ELECTRIC UTILITY	1,373.51
609	LIQUOR	10,605.71

	TOTAL FUNDS	17,990.82

CLAIMS REPORT

Check Range: 7/22/2022- 7/22/2022

UP CK# 63149-63154

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	DATE
101-42200-324	GENERAL FIRE DEPARTMENT MEDIACOM	FIREHALL-DIGITAL ADAPTER	7.37	63152	7/22/22
		4220 FIRE DEPARTMENT TOTAL	7.37		
101-43100-212	STREET MAINTENANCE LQP CO-OP OIL	STR-FUEL EXPENSE	255.65	63151	7/22/22
		4310 STREET MAINTENANCE TOTAL	255.65		
101-45200-212	PARKS AND RECREATION LQP CO-OP OIL	PARKS-FUEL EXPENSE	1,272.91	63151	7/22/22
		4520 PARKS AND RECREATION TOTAL	1,272.91		
		101 GENERAL TOTAL	1,535.93		
601-49400-212	WATER WATER PRODUCTION LQP CO-OP OIL	WT-FUEL EXPENSE	59.00	63151	7/22/22
		4940 WATER PRODUCTION TOTAL	59.00		
		601 WATER TOTAL	59.00		
602-49450-212	SEWER SEWER TREATMENT LQP CO-OP OIL	SEW-FUEL EXPENSE	509.32	63151	7/22/22
		4945 SEWER TREATMENT TOTAL	509.32		
602-49470-810	ADMINISTRATION AND GENERA CITY OF MADISON	SEW-OUTSIDE WT REIMB	2,071.09	63149	7/22/22
		4947 ADMINISTRATION AND GENERA TOTAL	2,071.09		
		602 SEWER TOTAL	2,580.41		
604-49570-193	ELECTRIC UTILITY ELECTRICAL DISTRIBUTION STUART C IRBY CO	ELEC-GLOVE TESTING	81.08	63153	7/22/22
604-49570-212	LQP CO-OP OIL	ELEC-FUEL EXPENSE	889.68	63151	7/22/22
604-49570-409	KARIAN PETERSON POWER LINE	ELEC-REPAIR BROKEN WIRE	820.00	63150	7/22/22

CLAIMS REPORT
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GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK	
				CHECK#	DATE
604-49570-581	T & R ELECTRIC INC.	ELEC-SINGLE PHASE POLE MOUNT	7,652.32	63154	7/22/22
		4957 ELECTRICAL DISTRIBUTION TOTAL	9,443.08		
		604 ELECTRIC UTILITY TOTAL	9,443.08		
		Accounts Payable Total	13,618.42		

CLAIMS REPORT

CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
101	GENERAL	1,535.93
601	WATER	59.00
602	SEWER	2,580.41
604	ELECTRIC UTILITY	9,443.08

TOTAL FUNDS		13,618.42