

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**

Regular Meeting of the City Council – 12:00 Noon  
Monday December 27, 2023  
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**

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A copy of the December 11, 2023 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. Ehlers Municipal Advisory Client Disclosure – receive

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B. Madison Fire Meeting Minutes – December 2023 – receive

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

**6. UNFINISHED AND NEW BUSINESS**

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

Handout

B. Resolution 23-65 Approve Budget Transfers. A DISCUSSION and MOTION may be in order. (Manager, Council)

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C. Approve Annual Contracts. A DISCUSSION and MOTION may be in order. (Manager, Council)

- a. Emergency Management – Paramount Planning
- b. Independent Contractor Agreement – Dan Tuckett
- c. Memorandum of Understanding – Gemini Kennels
- d. Library Custodian – Lyndon Warden
- e. City Hall Custodian – Nicole Beninga
- f. LqP Racing Association

- D. Approve Earned Sick and Safe Time Law Requirements. A DISCUSSION and MOTION may be in order. (Manager, Council)
- E. Approve Sale of Fairway View Lot. A DISCUSSION and MOTION may be in order. (Manager, Council)

**7. MANAGER REPORT** (Manager)

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

**9. AUDITING CLAIM**

A copy of the Expense Approval Report is submitted for December 11, 2023 through December 27, 2023 and is attached. A MOTION is in order. Page 37

**10. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
RESCHEDULED REGULAR MEETING  
DECEMBER 11, 2023**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Acting Mayor Maynard Meyer on Monday, December 11, at 5:02 p.m. in Council Chambers at City Hall. Councilmembers present were: Mayor Greg Thole (arrived at 5:57 p.m.), Maynard Meyer, Paul Zahrbock, Adam Conroy (arrived at 5:12 p.m.) and Tim Volk. Also present were City Manager Val Halvorson, City Attorney Rick Stulz and City Clerk Christine Enderson.

**AGENDA**

Upon motion by Zahrbock, seconded by Volk and carried, the agenda was approved as presented. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Zahrbock, seconded by Meyer and carried, the November 27, 2023, regular meeting minutes were approved as presented.

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

None

**CONSENT AGENDA**

Upon motion by Volk, seconded by Zahrbock and carried, the consent agenda was approved as presented.

**CITY COUNCIL CHECKLIST**

City Council reviewed the checklist.

Councilmember Adam Conroy arrived at 5:12 p.m.

**SMALL CITIES DEVELOPMENT GRANT AGREEMENT**

Upon motion by Zahrbock, seconded by Volk and carried, Council authorized execution of a Grant Administration Service Agreement between the City of Madison and Development Services Inc. of Ivanhoe, Minnesota. This agreement is in place for grant administration and program implementation now that the City's Small Cities Development Grant Application has been awarded.

**SMALL CITIES DEVELOPMENT GRANT PLANS**

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 23-62** titled "Resolution Adopting Small Cities Development Grant Plans & Documents" was adopted. This resolution provides for the adoption of all plans and documents required by the grant program including Certification for a Drug-Free Workplace, Excessive Force Policy, Residential Anti-Displacement & Relocation Assistance Plan, Program Income Plan, Section 3 Plan, Fair Housing Plan, Citizen Participation Plan, Procurement Standards, and Applicant/Recipient Disclosure/Update Report. A complete copy of Resolution 23-62 is contained in City Clerk's Book #10.

**CITY ENGINEER REPORT**

City Engineer Kent Louwagie, Bolton & Menk, provided Council an update on city projects.

**2023C GO SEWER IMPROVEMENT NOTE - 2023 INFRASTRUCTURE IMPROVEMENT PROJECT**

Upon motion by Volk, seconded by Meyer and carried, **RESOLUTION 23-63** titled “Resolution Accepting the Offer of the Minnesota Public Facilities Authority to Purchase a \$580,000 General Obligation Improvement Note of 2023C, Providing for its Issuance and Authorizing Execution of a Bond Purchase and Project Loan Agreement with Water Infrastructure Funding Grant” was adopted. This resolution represents official acceptance of the financing package offer from Minnesota Public Facilities Authority. A complete copy of Resolution 23-63 is contained in City Clerk’s Book #10.

**2023B GO WATER IMPROVEMENT NOTE – 2023 INFRASTRUCTURE IMPROVEMENT PROJECT**

Upon motion by Conroy, seconded by Volk and carried, **RESOLUTION 23-64** titled “Resolution Accepting the Offer of the Minnesota Public Facilities Authority to Purchase a \$293,590 General Obligation Improvement Note of 2023B, Providing for its Issuance and Authorizing Execution of a Bond Purchase and Project Loan Agreement” was adopted. This resolution represents official acceptance of the financing package offer from Minnesota Public Facilities Authority. A complete copy of Resolution 23-64 is contained in City Clerk’s Book #10.

**PAY APPLICATION – R.L. LARSON EXCAVATING**

Upon motion by Conroy, seconded by Zahrbock and carried, the third pay application from R.L. Larson Excavating for 2023 Infrastructure Improvements was approved in the amount of \$584,917.61. This application is for work completed through December 1st.

**FIBER TO THE PREMISES – DEED PAY REQUEST**

Upon motion by Zahrbock, seconded by Conroy and carried, Council approved the DEED pay request for Upper Minnesota Valley RDC for the FTTP project in the amount of \$8,203.75 for administrative services. This is the final pay application for this project.

**PAY APPLICATION – OLD WORLD WINDOWS**

Upon motion by Conroy, seconded by Volk and carried, the third and final pay application from Old World Windows for the City Hall Window Rehabilitation was approved in the amount of \$70,350. This is the final pay application for work completed through October 28, 2023.

**WATER & SEWER EDU’S 2024**

Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 23-54** titled “Resolution Establishing Water & Sewer Equivalent Dwelling Unit Billing Schedule for 2024” was adopted. This resolution provides for the 2024 commercial billing schedule based on 2022 consumption as prescribed by Ordinance. A complete copy of Resolution 23-54 is contained in City Clerk’s Book #10.

**SANITATION RATE INCREASES**

Upon motion by Zahrbock, seconded by Meyer and carried, **RESOLUTION 23-55** titled “Resolution Amending Sanitation Rates” was adopted. The rate increase will be effective the billing cycle ending December 15, 2023, due January 15, 2024. A complete copy of Resolution 23-55 is contained in City Clerk’s Book #10.

**WATER/SEWER/STORM SEWER RATE INCREASES**

Upon motion by Zahrbock, seconded by Conroy and carried, **RESOLUTION 23-56** titled “Resolution Amending the Water, Sewer, and Storm Rates” was adopted. The rate increase will be effective the billing

cycle ending December 15, 2023, due January 15, 2024. A complete copy of Resolution 23-56 is contained in City Clerk's Book #10.

### **ELECTRIC RATE INCREASES**

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 23-57** titled "Resolution Amending Electric Utility Service Rates" was adopted. The rate increase will be effective the billing cycle ending December 15, 2023, due January 15, 2024. A complete copy of Resolution 23-57 is contained in City Clerk's Book #10.

### **MADISON AMBULANCE OFFICERS**

Upon motion by Meyer, seconded by Conroy and carried, **RESOLUTION 23-58** titled "Appointment of Ambulance Service Officers for 2024" was adopted. The changes from 2023 include Maria Croatt as Assistant Chief and Heather Lillejord as Secretary/Treasurer. A complete copy of Resolution 23-58 is contained in City Clerk's Book #10.

(Mayor Greg Thole arrived at 5:57 p.m.)

### **2024 GENERAL FUND BUDGET & PUBLIC HEARING**

Mayor Greg Thole opened the public hearing in regard to the 2024 General Fund Budget and final tax levy at 6:00 p.m. No one from the public was in attendance. City Manager Halvorson presented Council with a final draft of General Fund and Non-General Fund budgets for 2024 along with summary reviews and comparisons from 2023. Mayor Greg Thole closed the hearing at 6:38 p.m.

Upon motion by Meyer, seconded by Zahrbock and carried, **RESOLUTION 23-59** titled "Resolution Establishing the General Fund 2024 Budget" was adopted. A complete copy of Resolution 23-59 is contained in City Clerk's Book #10.

### **2024 NON-GENERAL FUND BUDGET**

Upon motion by Conroy, seconded by Meyer and carried, **RESOLUTION 23-60** titled "Resolution Adopting the 2024 Budgets (Exclusive of the General Fund)" was adopted. A complete copy of Resolution 23-60 is contained in City Clerk's Book #10.

### **TAX LEVY 2023 COLLECTIBLE 2024**

Upon motion by Thole, seconded by Zahrbock and carried, **RESOLUTION 23-61** titled "Resolution Adopting Tax Levy 2023 Collectible 2024" was adopted. This resolution would provide for a final tax levy totaling \$784,365. A complete copy of Resolution 23-61 is contained in City Clerk's Book #10.

9.72

### **EMPLOYMENT AGREEMENT**

Upon motion by Conroy, seconded by Zahrbock and carried, Council authorized execution of an Employment Agreement between the City of Madison and Valerie Halvorson. This resolution provides for the City to employ Ms. Halvorson as the City Manager to perform the functions and duties specified in the City Charter and City Code. The agreement will be executed for a period of one year and will automatically renew on a yearly basis thereafter until terminated by either party.

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

**Taskforce Meeting:** The next meeting will be held on January 10, 2024.

**Library:** City Manager Halvorson recently met with new head librarian, Allison Broseder.

**Christmas Party:** The employees will have their Christmas party on Thursday, December 21<sup>st</sup>.

**December Council Meeting:** The second council meeting in December will be on Wednesday, December 27<sup>th</sup> at noon.

**MAYOR/COUNCIL REPORTS**

**Chamber Events:** Council discussed Chamber of Commerce events in December.

**DISBURSEMENTS**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between November 28 and December 11, 2023. These disbursements include United Prairie Check Nos. 65408-65463. Debit card and ACH transaction were also approved as listed.

There being no further business, upon motion by Conroy, seconded by Meyer and carried, meeting adjourned at 6:39 pm.

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

**ATTEST:**

\_\_\_\_\_  
Christine Enderson – City Clerk

December 15, 2023

Val Halvorson, City Manager  
City of Madison, Minnesota  
404 6th Ave N  
Madison, MN 56256-1237

**Re: Written Municipal Advisor Client Disclosure with the City of Madison (“Client”) Pursuant to MSRB Rules G-10 and G-42**

Dear Val:

For Ehlers & Associates, Inc., to engage in municipal advisory activities - as defined in the Securities Exchange Act and Municipal Securities Rulemaking Board (MSRB) Rules - we are required to provide certain information and disclosures in an annual written Municipal Advisor Disclosure. This letter serves as our disclosure for the period from December 15, 2023 through December 31, 2024 for municipal advisory activities provided to Client. Under MSRB Rule G-42, Ehlers & Associates is required to:

1. Act in a fiduciary capacity, which includes a duty of loyalty and a duty of care.
2. Provide written disclosure of all material conflicts of interest, including any actual or potential conflicts that might impair our ability to render advice to you in accordance with our fiduciary duty, along with our efforts to mitigate such conflicts. This information and other required disclosures are attached as **Appendix A**.

Ehlers & Associates will provide municipal advisor advice and services at the rates described in **Appendix B** unless a project-specific disclosure is provided that sets forth the amount and nature of fees and charges relative to that project’s scope of engagement.

This documentation and all attached appendices will be effective during the period indicated above unless otherwise terminated by either party upon 30 days written notice to the other.

This Municipal Advisor Disclosure will be amended or supplemented to reflect any material changes during the term of our municipal advisory relationship.

Sincerely,

Ehlers & Associates

A handwritten signature in black ink, appearing to read 'Todd Hagen', with a large, stylized initial 'T'.

Todd Hagen  
Senior Municipal Advisor/Vice President

## Appendix A

### DISCLOSURE OF CONFLICTS OF INTEREST/OTHER REQUIRED INFORMATION

MSRB Rule G-42 requires that a municipal advisor disclose all material conflicts of interest, whether the firm engages in certain business practices that could present a material conflict of interest, and any legal or disciplinary events that are material to the client's evaluation of the municipal advisor or the integrity of its management or advisory personnel. Any mitigation activities related to any conflicts must similarly be disclosed in writing.

#### **Municipal Advisor Registration and Investor Brochure**

Ehlers & Associates is registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board (MSRB).

#### **MSRB Contact Information**

The website address of the MSRB is [www.msrb.org](http://www.msrb.org). A municipal advisory client brochure is available and posted on the MSRB's website. The brochure describes the protections that may be provided by MSRB rules and how to file a complaint with an appropriate regulatory authority.

Client may access Ehlers & Associates' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) under either our company name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers & Associates has not made any material changes to Form MA or Form MA-I since the previous Municipal Advisor Disclosure.

#### **Material Legal or Disciplinary Events**

Neither Ehlers & Associates nor any of its associated persons have been involved in any legal or disciplinary events reported on Form MA or Form MA-I, nor are there any other material legal or disciplinary events to be reported. Ehlers & Associates' application for permanent registration as a municipal advisor with the SEC was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. Ehlers & Associates did not list any information on legal or disciplinary disclosures on its application.



## CONFLICTS

### **Affiliated Entities**

Ehlers Companies is the holding company for three wholly owned subsidiaries. Ehlers & Associates is a registered municipal advisor that provides municipal advisory, as well as other financial and consulting services. Bond Trust Services Corporation (BTSC), commonly referred to as “Ehlers Paying Agent Services,” provides fiscal agency services. Ehlers Investment Partners, LLC (EIP), commonly referred to as “Ehlers Investments,” is an SEC-registered investment adviser that provides services with respect to the investment of bond proceeds and other investable assets. While engaged as municipal advisor by Client, Ehlers & Associates may solicit services on behalf of BTSC and EIP. If Client wishes to retain BTSC and/or EIP, a separate agreement will be provided for Client’s consideration. Ehlers & Associates, BTSC and EIP do not share fees and no personnel of Ehlers & Associates are compensated for specific engagement of BTSC and EIP. However, compensation paid to personnel of Ehlers & Associates and its affiliates is based on the overall profitability of Ehlers Companies and, therefore, fees earned by the affiliates of Ehlers & Associates may affect the compensation of Ehlers & Associates personnel.

Ehlers Companies does not participate in the day-to-day operations of Ehlers & Associates.

### **Solicitors/Payments Made to Obtain/Retain Client Business**

Ehlers & Associates does not use solicitors to secure municipal advisor engagements, nor make direct or indirect payments to obtain or retain municipal advisory engagements with Client.

### **Payments from Third Parties**

Ehlers & Associates does not receive any direct or indirect payments from third parties as an inducement for Ehlers & Associates to recommend third-party services to Client in relation to any municipal securities transaction(s) or municipal financial product(s).

### **Payments/Fee-splitting Arrangements**

Ehlers & Associates does not share fees with any unaffiliated parties that provide services to the Client. However, within a joint proposal with other professional service providers, Ehlers & Associates could be the contracting party, or a subcontractor to the contracting party, resulting in a fee splitting arrangement. In such cases, the fee due Ehlers & Associates will be identified in a Municipal Advisor Disclosure or project specific disclosure, and no other fees will be paid to Ehlers & Associates from any of the other participating professionals in the joint proposal.

## **Conflicts Arising from Compensation, Including Compensation Contingent on the Size or Closing of Any Transaction**

Ehlers & Associates' fees may be contingent on the size and successful closing of a transaction. Compensation contingent on the size of a transaction presents a conflict of interest, as there is an incentive to advise the Client to increase the size of the securities issue for the purpose of increasing compensation. Compensation contingent on the closing of the transaction presents a conflict, as there may be an incentive to recommend unnecessary or unsuitable financings to the Client. In addition, if the transaction is delayed or fails to close, there may be an incentive to discourage a full consideration by the Client of such facts and circumstances or alternatives that may result in the cancellation of the transaction. Ehlers & Associates shall disclose the contingent nature of any fee and Client may select an alternative form of compensation that best meets the Client's needs related to a specific engagement and agreed-upon scope of services.

If Client is concerned about conflicts arising from any compensation contingent on size and/or closing of a transaction, Ehlers & Associates is willing to provide another form of municipal advisor compensation. The Client must notify Ehlers & Associates in writing of such request within 10 days of receipt of this Municipal Advisor Disclosure. Ehlers & Associates is required to uphold its fiduciary obligation regardless of the method of compensation.

## Appendix B

### GENERAL CONSULTING SERVICES

As part of our Municipal Advisory relationship, Ehlers & Associates ordinarily provides Client with certain ongoing services, in some cases without compensation. Examples of such services include:

- Respond to Client questions and provide general information on finance approaches
- Act as a public finance resource for Client
- Provide educational and informational materials
- Provide current debt schedules for existing Client obligations
- Answer questions pertaining to existing Client debt obligations
- Provide periodic analysis of and recommendations for refunding of existing Client debt obligations
- Participation in surveillance calls conducted by bond rating services
- Preliminary debt issuance planning, which may include, but not be limited to:
  - Discuss potential projects with Client and Client's objectives relating thereto
  - Identify feasible financing option(s) suitable for Client
  - Structure possible financing option(s) and estimate the financial impact(s)
  - Solicit input from Client on financing options
  - Develop a preliminary financing plan for Client's preferred option(s)

Ehlers & Associates may charge Client for these or other general consulting services depending on the time required to provide the service, the level of analysis needed, or degree of complexity involved. Prior to charging Client, Ehlers & Associates will first advise Client of the anticipated charges and receive authorization to proceed. Unless another basis for compensation is agreed to by Client and Ehlers & Associates, Ehlers & Associates will bill Client at an hourly rate that is dependent upon the task(s) and personnel required to meet Client request(s) at no less than \$125/hour and not to exceed \$400/hour. Ehlers & Associates will provide a Municipal Advisor Disclosure or project-specific disclosure with scope of work and associated fee(s) for any specific engagement involving municipal advisor advice.

Regular Drill Meeting

12/18/2023

The Madison Volunteer Fire Department met in regular session with Chief Brian Tebben presiding.

Roll call and minutes of the last meeting were read and approved.

Jared Rakow gave the treasurers report and it was approved as read. Ham Bingo ended up with a net of \$3,501.20. The Raffle ended up with a net of \$15,212.44.

Ham Bingo report – 190 attended, charging \$5 per plate or \$7 for two BBQs went well as the BBQ ran out before intermission. Starting at 5:00 rather than 4:00 also worked out well. Need to order 3-4 more pounds of hamburger next year.

Some of the funds received from these fund raisers will be used toward updating nozzles.

Steve Olson made the motion to establish an Equipment Committee to work together on making equipment purchases for MFD, seconded by Aaron Brehmer, passed by voice vote.

Training officer report: - no training held tonight. Discussion was held on setting up training for the upcoming year and whether there was enough interest from the department to schedule two trainings per month, the first and third Mondays of the month. A vote was held and there was not enough support for adding an additional 12 nights of training per year, but it was decided to add an additional 6 nights spread throughout the year to help cover the department's training needs. Tyler Engesmoe will work on putting a schedule together for the entire year soon, so everyone can get those dates reserved.

Emergency calls since our last meeting: none.

VFW is doing a gun bingo on January 19<sup>th</sup> and MFD will do a 50/50 raffle in conjunction with this as Jerod Zimbelman and Casey Chester volunteered to help with it.

Wives Party – committee needs to meet and get a date set and things lined up.

Discussion on the Federal Funds – it will come down to when we need to use it. The city is aware that our cascade system needs replacing and that replacing this system will use up a majority of these funds.

Attendance – discussion was held about improving attendance at events such as Ham Bingo, Fair Bingo, Summerfest, Golf Tournament, Demo Derby, Cleaning Fair stands, Fire Safety by having these events included in the 25% requirement. No action was taken at this time and this action would require a change to our bylaws.

2024 Raffle – have had a lot of great feedback on the Raffle, for next year we are currently looking at cash awards (top prize \$10,000) rather than the fish house, but still having the other prizes along with the cash prizes. It would be good to get the process started soon.

Next meeting is scheduled for January 15th.

Hall Duties for January: Tyler Engesmoe and Seth Haas.

Motion was made by Adam Weber to adjourn meeting, seconded by Aaron Brehmer, carried.

Don Tweet, Secretary

## Annual Meeting - 12/18/23

The Madison Volunteer Fire Department met for its annual meeting with Chief Brian Tebben presiding. Roll call was made from the December regular session roll call. Minutes from last year's meeting were read and approved as read. For 2023 there were 26 emergency calls for the department; 13 fire related calls of which 9 were structure fires and 4 were non-structure fires; 4 vehicle accidents, 7 gas leak calls and 2 false alarms. Of these 26 runs 4 were mutual aid given situations. MFD received mutual aid three times during the year.

A discussion was held regarding the motion made at the 2021 Annual Meeting regarding increasing the hourly emergency call rate from \$8 to \$10 and the meeting/training rate from \$6 to \$8. Due to other expenses incurred recently, it was recommended to table this item for the time being.

2024 Hall Duties will be posted on the back bulletin board.

Committee sign up sheets were passed around, please sign up for at least one committee or risk being assigned to one.

Election of Officers and Foremen was held as detailed below. All results passed by voice vote.

### **Officers for 2024:**

Chief: Jerod Zimbelman  
Assistant Chief: Brian Tebben  
Training Officer: Tyler Engesmoe  
Safety Officer: Chris Hansen  
Secretary: Don Tweet  
Treasurer: Jared Rakow

### **Foremen for 2024:**

4X4 & Gator: Jon Pearson  
Rescue Truck: Aaron Brehmer  
Pumper #1: Steve Olson  
Pumper #2: Casey Chester  
Tender: Levi Schellberg

Chief Brian Tebben thanked everyone for their attendance over the past year as everyone made the 25% minimum for emergency calls.

Motion was made by Aaron Brehmer to adjourn meeting seconded by Adam Weber-carried.

Don Tweet  
Secretary

## Madison Firefighters Relief Association Annual Meeting

12/18/2023

The Madison Firefighters Relief Association met for its annual meeting with President Brady Thomson presiding. Minutes of last meeting were read and approved as read. The December Regular Meeting's attendance sheet was used to document MFD member attendance. Treasurer Jared Rakow gave the treasurer report detailing a positive year for our investments. A beginning balance of \$490,467 was reported and we ended up with an ending balance of \$595,829. Most of the increase is due to positive markets as only \$21,000 was added to the fund from the state. Both the Randy Hansen and Scott Schake retirements were paid out this past year as well.

The state aid for this year has not been put in the funds yet. A motion was made by Brian Tebben to continue to allocate these funds as we have been doing in the past and was seconded by Levi Schellberg, passed by voice vote.

Due to rule changes audits will not be needed after this year as the \$500,000 limit has been raised to \$750,000 for triggering automatic audits.

A discussion was held regarding the option available to change our current retirement system to PERA. Pro's and con's were discussed and a motion was made by Brian Tebben to have PERA representatives come and have a free cost analysis completed so we can make a much more informed decision. Motion was seconded by Aaron Brehmer, passed by voice vote.

Election of officers:

Brady Thomson was re-elected to be the President on this board for another two-year term (2024-2025)

Jamie Jahn was re-elected to be a Trustee on this board for another two-year term (2024-2025).

Motion was made by Brian Tebben to adjourn meeting seconded by Aaron Brehmer, carried.

Don Tweet  
Secretary

# CITY COUNCIL CHECKLIST

12/22/2023

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	Progress Notes	COMPLETE
Recreation Facility	5/2/2017	EDA	CM, Conroy	On hold - will require additional community engagement	completed
May 12, 2022 Storm	5/12/2022	Council	CM, EM	Final Claims Submitted	
Fiber Grant	9/26/2022	Meyer	CM, committee	Final Report Submitted	
MNDOT 2023	5/11/2015	Zahrbock	CM, Engineer	Punch list items remain - manholes is one of them	
Downtown Renovation Fund	1/1/2022	Meyer	CM,	Forfeited property sold	
EDA CIP Program	1/1/2022	EDA	EDA	5 awards for 2023	
Downtown Open Space-Block 48	9/19/2022	Conroy	CM EDA	Working on New Signage	
Daycare Performance/EDA Appropriation	9/1/2017	EDA	Community	Report to EDA and Daycare Committee 11/21/23	
Infrastructure North Expansion	9/1/2021	Council	CM, council	RL Larson complete for 2023	
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Final Report Due. Phase 2 of Windows was not awarded	
Tennis/Basketball Courts	7/2/2021	Conroy	CM, Parks	DNR grant not awarded	
Carneige Library Roof	1/1/2022	Parks	Manager	SHPO approved Scope of Work - Prepare Bid Documents	
Grand Theatre Projector	1/23/2023	Maynard	CM, council	Projector and Future Operations	
Military Statue	11/1/2023	Zahrbock	PZ, TV, CM	Seek Partners for Coast Guard and Nurse Statue/Park Board/VFW	
Welcome Sign School Pride State Champ	8/20/2022	Zahrbock	CM, PZ, AC	School is still in favor and will resume discussion	

**INDEPENDENT CONTRACTOR AGREEMENT**

**CITY OF MADISON, MN**

**EMERGENCY MANAGEMENT CONTRACTOR**

**THIS AGREEMENT** is made on 11<sup>th</sup> day of December, 2023, between the City of Madison, Minnesota ("City") and Paramount Planning Group, LLC, a Minnesota limited liability company ("Contractor"):

**WHEREAS**, the City seeks to retain the services of Contractor relative to the management and operation of the City's Emergency Operation Plan and overall emergency preparedness;

**WHEREAS**, the Contractor agrees to provide such services as an independent contractor to the City during the term of this Agreement;

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

**1. DESCRIPTION OF WORK:** Contractor agrees to perform the duties of an Emergency Management Director in the performance and management of the City's Emergency Operation Plan and overall emergency preparedness as generally described in the attached Exhibit.

**2. TERM OF THIS AGREEMENT:** This Agreement shall commence January 1st, 2024, and shall continue December 31, 2024, unless otherwise agreed to by the parties. Either party may terminate this Agreement, with or without cause, upon 90 days written notice.

**3. PERFORMANCE OF DUTIES:** It is understood by all parties that Contractor will provide said services and that Contractor shall have no obligation to work any particular hours. Contractor shall determine the means and manner in which Contractor provides its services. The City shall not have any right to control or direct the details, manner or means by which Contractor provides their services so long as said services are performed in accordance with federal and state rules.

**4. INDEPENDENT CONTRACTOR:** The Contractor is to be and shall remain an independent contractor with respect to any and all work performed under this agreement. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing a relationship of agents, partners, joint ventures or associates between the parties hereto or as constituting Contractor as an employee of City for any purpose or in any manner whatsoever.



The parties intend that an independent contractor-customer relationship be created by this Agreement. The City is interested only in the services and results to be achieved, and the conduct and control of the work will lie solely with Contractor, an independent business of the City.

**5. ASSIGNMENT OF DUTIES:** Duties to perform under this Agreement cannot be assigned or delegated without the written consent of both parties. Any assignment renders this agreement void and all rights hereunder will thereupon terminate.

**6. PAYMENT:** Contractor shall be paid the total sum of **\$425.00** per month, payable in monthly installments commencing December 31, 2024. Said fee is based on an eight (8) hour commitment each month that the parties understand may vary from time to time depending on services needed. In addition, Contractor shall be paid \$75.00 per hour for special projects, state and/or federal disasters provided Contractor provides prior notice of any such billing prior to services performed. Contractor shall be liable for any mileage or other expenses associated with the performance of services hereunder unless otherwise agreed to by the parties.

**6. INDEMNIFICATION:** Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees, against any and all liability, loss, cost, damages, expenses, claims or actions, including attorney's fees, with the other, its officers and employees, may hereinafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance or failure to adequately perform its obligations pursuant to this agreement.

**7. CONTRACTOR'S TAX RESPONSIBILITIES:** Contractor agrees to supply its Employer Identification Number from the Internal Revenue Service and Taxpayer Identification Number from the State of Minnesota and to comply with all tax laws applicable to the operation of a business such as contractors, including, but not limited to, the reporting of all gross receipts there from as income from the operation of a business, the payment of all self-employment taxes, compliance with all employment tax requirements for withholding on any employees used by contractor, and compliance with state employment workers' compensation laws. Contractor acknowledges the payments by City to Contractor will be subject to information reporting requirements (and backup withholding requirements, if and as applicable) as the same are imposed

by applicable law. Contractor acknowledges that Contractor will not be treated as an employee of City with respect to services under this Agreement, either for federal or state tax purposes, or for the purposes of any employee welfare or pension benefit plans that are or may come to be maintained by City, or for purposes of any other benefits or perquisites that City accords to any of its employees.

**8. INSURANCE:** Contractor will carry, for the duration of this Agreement, liability insurance in an amount acceptable to City. Contractor agrees to indemnify City for any and all liability or loss arising in any way out of the performance of this Agreement.

**9. OTHER TERMS:** City agrees to provide office space to Contractor within a City owned building and shall be responsible for general expenses including access to internet if requested.

IN WITNESS WHEREOF, each of the City and Contractor has executed or cause this Agreement to be executed upon the date and year first above-written.

Dated: \_\_\_\_\_

CITY OF MADISON

\_\_\_\_\_  
By:

Its:

ATTEST

\_\_\_\_\_

Dated: \_\_\_\_\_

PARAMOUNT PLANNING GROUP, LLC

\_\_\_\_\_  
By: Blain Johnson

Its: Manager

## **Memorandum of Understanding**

This Memorandum made this 11<sup>th</sup> day of December 2023, by and between the City of Madison (“CITY”) and Jennifer Wold (“WOLD”), doing business as “Gemini Rescue and Kennels.”

**WHEREAS**, the CITY is in need of a caregiver for lost and abandoned dogs.

**WHEREAS**, WOLD is engaged in the business of caring for lost, abandoned and neglected dogs and the ultimate placement of the same from a facility at her home.

**WHEREAS**, WOLD has offered to take into custody and care for lost and abandoned dogs to which the CITY is unable to locate the owner after reasonable inquiry at no direct cost or expenses to the CITY.

**WHEREAS**, the CITY formally recognizes the need for someone to give the proper care and attention to lost and abandoned dogs, and further recognizes the importance of the services that WOLD provides to the area.

**WHEREAS**, in exchange, the CITY has agreed to provide an annual donation to WOLD’s general services, irrespective of the number of dogs actually care for by WOLD, to help her defray some of the costs.

**WHEREAS**, the CITY further has agreed to provide the appropriate facility for the temporary care and custody of the dogs until such time as WOLD is able to take the dogs into her custody.

**NOWHEREFORE**, in consideration of the mutual promises herein, the parties agree as follows:

1. **CUSTODY**: Subject to her discretion, WOLD agrees to take into her custody and control dogs of which the CITY is unable to locate an owner or dogs which are considered abandoned upon notice from local law enforcement.

2. **INVESTIGATION**: WOLD further agrees to cooperate with local law enforcement in the determination of whether or not a dog is being properly care for or neglected.

3. **OWNERSHIP**: In the event the CITY or WOLD is unable to locate the owner of a dog or identify a new owner within 30 days of the original custody date, the dog shall become the sole property of WOLD with no further responsibility of the CITY. WOLD further agrees that in the event that she is not able to locate the owner of a dog or

identify a new owner within 90 days of the original custody date, the dog shall be properly and humanely disposed of.

4. **CARE:** WOLD agrees to care for the dogs in accordance with any local, state or federal laws.

5. **ANNUAL CONTRIBUTION:** Irrespective of the number of dogs taken into custody and care for by WOLD, or the level of assistance WOLD provides to local law enforcement, the CITY agrees to make an annual contribution to the general services that WOLD provides in the amount of \$500 for the year 2024.

6. **WAIVER:** The parties further waive and indemnify the other against any and liability, loss, costs, damages, expenses, claims, or other action arising out of or related to this agreement, including attorneys' fees.

7. **NO EMPLOYMENT RELATIONSHIP:** The parties agree that this agreement does not create an employer/employee relationship.

IN WITNESS WHEREOF, each party to this agreement has caused it to be executed on the above-referenced date.

CITY OF MADISON

JENNIFER WOLD

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Jennifer Wold

ATTEST

\_\_\_\_\_  
City Clerk

## INDEPENDENT CONTRACTOR AGREEMENT

**THIS AGREEMENT** is made on the 11<sup>th</sup> day of December 2023, between the City of Madison, a political subdivision serving as a municipal corporation, ("City Council") and Dan Tuckett ("Contractor"). City Council and Contractor agree as follows:

1. Contractor agrees to perform general business services for the City related to utility bill mailing preparation as directed by the City Council and its City Clerk. Preparation is to include folding and stuffing of the utility bills into mailing envelopes as well as extra inserts and other mailings as needed. Other mailings would be compensated at an agreed upon rate.

2. The City Council will pay Contractor on a monthly basis for the work performed during the term of this Agreement. Contractor's rate of compensation shall be \$175 per monthly billing cycle.

3. Contractor agrees to submit a monthly invoice for work performed under this Agreement.

4. Any and all expenses incurred by Contractor in performing services pursuant to this Agreement are the sole responsibility of Contractor.

5. Contractor shall have no obligation to work any particular hours, except as specified herein, or any particular amount of hours. Contractor shall determine the means and manner in which Contractor provides their services. The City Council and its agents and representatives shall not have any right to control or direct the details, manner or means by which Contractor provides their services.

6. Contractor acknowledges that information they may acquire in the course of the performance of this Agreement, to the extent not generally known or available to the public, constitutes confidential information of the City Council. Contractor agrees not to disclose or use for Contractor's own benefit any confidential information of the City Council, and further agrees to return all such confidential information to City Council on any non-renewal or termination of this Agreement.

7. Consistent with the relationship between the parties to this Agreement, Contractor shall not be represented to the public as an employee or agent of City Council by either Contractor or City Council.

8. Contractor agrees to secure any and all necessary licenses for the operation of Contractor's business, and to conduct such business in full compliance with all applicable laws, codes and regulations.

9. This Agreement shall be in effect for the calendar year 2024. In addition, either party may terminate this Agreement on 30 days written notice to the other party.

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

11. There are no agreements between Contractor and City Council except as appear in this Agreement. This Agreement shall be interpreted in accordance with the laws of the State of Minnesota.

IN WITNESS WHEREOF, the City Council and Contractor have executed or caused this Agreement to be executed upon the date and year first above-written.

CONTRACTOR

\_\_\_\_\_

CITY OF MADISON

By: \_\_\_\_\_  
Its: Mayor

By: \_\_\_\_\_  
Its: Clerk

**BUILDING MAINTENANCE AGREEMENT**  
BETWEEN THE CITY OF MADISON AND OLD ARMY SERVICES  
FOR THE TERM OF JANUARY 1, 2024 THROUGH DECEMBER 31, 2024

THIS AGREEMENT, made and entered into this 11<sup>th</sup> day of December, 2023, by and between the City of Madison, a local governmental subdivision of the State of Minnesota, hereafter referred to as “the City”; and Lyndon Worden, an independent contractor, whose business address is 104 W10<sup>th</sup> St, Madison, MN; hereafter referred to as “the Contractor”, for the period from January 1, 2024 to December 31, 2024.

WHEREAS, the City owns the buildings known as the Carnegie Library (Madison Public Library) located at 401 6th Avenue and has need to contract with an independent contractor for the purpose of providing inside and exterior maintenance and upkeep in said buildings, and to perform the duties set forth and described in EXHIBIT “A” attached hereto and made a part hereof; and

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

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

**DESCRIPTION OF WORK**

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

**PERFORMANCE OF DUTIES**

Completed work must satisfy a “reasonable” person’s standard with regard to cleanliness, absence of stains or streak marks, removal of dust and dirt, and replacement of furnishings in an orderly and preferred customer arrangement after cleaning. The City will provide feedback about contractor’s performance from the City Manager on a periodic basis to ensure these standards are being met to the satisfaction of the City. It is understood by all parties that the Contractor’s level of performance to the satisfaction of the City is a significant factor in subsequent renewal or termination of this contract. Extra duties beyond those described and outlined in Exhibit “A” that the City requests of the Contractor shall be compensated at the rate of \$30.00 per hour (duties not included in the Agreement subject to the Contractor’s approval). The Contractor shall submit a monthly invoice stating the hours worked and duties performed and where.

**ASSIGNMENT OF DUTIES**

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

### **ACCESS TO BUILDING**

To minimize the disruption to the City in performance of this contract, all work performed by the Contractor must be arranged before or after normal work hours as publicly posted at the Carnegie Library

### **PAYMENT**

The City will pay the Contractor for all work performed by the Contractor, the bid price of \$800.00 per month for twice weekly cleaning for the Carnegie Library Building as established in the exhibit incorporated herein by reference. Contractor shall submit an itemized billing to the City of all work performed for the previous month, and turn in such billing no later than the first working day following the month of service. With timely receipt of billing, the City will issue payment in accordance with the City's regular bill payment process (the city council regularly meets the second and fourth Mondays of each month).

### **EQUIPMENT AND SUPPLIES**

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

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

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

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

### **SAFEGUARD OF CLIENT INFORMATION**

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

### **SAFEGUARD OF CITY PROPERTY**

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



scheduled events (city clerk's office is required to supply schedule of events). The consumption of alcoholic beverages while on City premises is strictly prohibited.

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

### **RELATIONSHIP OF PARTIES**

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

### **INDEMNITY AND INSURANCE**

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

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

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

**CANCELLATION**

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

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

CONTRACTOR

CITY OF MADISON

\_\_\_\_\_  
Contractor

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

Attest: \_\_\_\_\_  
Christine Enderson, City Clerk

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

<b>Area/Office</b>	<b>Function</b>	<b>Times/week</b>	<b>Times/year</b>
		<b>Library</b>	
Library	Clean & dust tables and chairs	2	
Library	Clean & dust window sills	2	
Library	Dust/sanitize public computer	2	
Library	Vacuum all carpet & stairwells	2	
Library	Empty wastebaskets	2	
Library	Dry mop floors	2	
Library	Wet mop floors	2	
Library	Clean glass	2	
Library	Clean water fountain	2	
Library	Clean toilets/urinals	2	
Library	Clean sinks & mirrors	2	
Library	Check towels & paper	2	
Library	Clean floor mats	2	
Library	Clean & dust elevator	2	
Library	Wax floors		2
Library	Wash windows-inside & out		2
Library	Replace furnace filters		12
Library	Miscellaneous	as needed	
Library	Replace light bulbs	as needed	

AGREEMENT

THIS AGREEMENT is made this 11th day of December, 2023, by and between the City of Madison ("City") and the LqP Racing Association ("Association").

WHEREAS, the Association operates an automotive race track on the Lac qui Parle County Fairgrounds, Madison, Minnesota.

WHEREAS, the City has provided certain services to the Association over the years.

WHEREAS, the parties desire to put forth their agreement in this writing.

NOW THEREFORE, in consideration for the terms and conditions herein, the parties agree as follows:

1. Term: The term of this Agreement shall be for the 2024 racing season and shall continue on annual terms for each year that the Association is in operation unless either party provides 30 day written notice of termination.

2. Ambulance/Fire Service: The City agrees to provide requested ambulance and fire service to the Association for all race events in 2024. The Association agrees to pay the scheduled fees for said services, together with other charges of the City, by December 31st each year.

3. Track Maintenance: City agrees to provide, if available and with no warranties or representations, a road grader for track maintenance. The Association agrees to be responsible for all liability resulting from the presence and operation of the same by its agents or employees. The Association shall ensure proper liability coverage, naming City as additional insured, and shall indemnify and hold City harmless from any claims resulting from the presence and operation of the road grader by the Association. The Association shall be responsible for any damage intentionally or negligently caused by the use of the same. Further, Association shall top off all fluids before returning to the City.

4. Binding Effect: This Agreement shall be binding on and inure to the benefit of the parties successors and assigns.

IN WITNESS HEREOF, the parties agree of as the date first written.

CITY OF MADISON

LqP Racing Association

\_\_\_\_\_

\_\_\_\_\_

By: Greg Thole

By: \_\_\_\_\_

Its: Mayor \_\_\_\_\_

Its: \_\_\_\_\_

## **BUILDING MAINTENANCE AGREEMENT**

**BETWEEN THE CITY OF MADISON AND NICOLE BENINGA  
FOR THE TERM OF JANUARY 1, 2024 THROUGH DECEMBER 31, 2024**

THIS AGREEMENT, made and entered into this 11<sup>th</sup> day of December, 2023, by and between the City of Madison, a local governmental subdivision of the State of Minnesota, hereafter referred to as “the City”; and Nicole Beninga, an independent contractor, whose business address is 523 Pleasant Dr, Madison, MN; hereafter referred to as “the Contractor”, for the period from January 1, 2024 to December 31, 2024.

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

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

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

### **DESCRIPTION OF WORK**

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

### **PERFORMANCE OF DUTIES**

Completed work must satisfy a “reasonable” person’s standard with regard to cleanliness, absence of stains or streak marks, removal of dust and dirt, and replacement of furnishings in an orderly and preferred customer arrangement after cleaning. The City will provide feedback about contractor’s performance from the City Manager on a periodic basis to ensure these standards are being met to the satisfaction of the City. It is understood by all parties that the Contractor’s level of performance to the satisfaction of the City is a significant factor in subsequent renewal or termination of this contract. Extra duties beyond those described and outlined in Exhibit “A” that the City requests of the Contractor shall be compensated at the rate of \$30.00 per hour (duties not included in the Agreement subject to the Contractor’s approval). The Contractor shall submit a monthly invoice stating the hours worked and duties performed and where.

### **ASSIGNMENT OF DUTIES**

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

### **ACCESS TO BUILDING**

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

### **PAYMENT**

The City will pay the Contractor for all work performed by the Contractor, the bid price of \$1,000.00 per month for the Madison Municipal Building with daily cleaning on a five day a week basis as established in the exhibits incorporated herein by reference. Contractor shall submit an itemized billing to the City of all work performed for the previous month, and turn in such billing no later than the first working day following the month of service. With timely receipt of billing, the City will issue payment in accordance with the City's regular bill payment process (the city council regularly meets the second and fourth Mondays of each month).

### **EQUIPMENT AND SUPPLIES**

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

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

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

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

### **SAFEGUARD OF CLIENT INFORMATION**

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

### **SAFEGUARD OF CITY PROPERTY**

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

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

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

### **RELATIONSHIP OF PARTIES**

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

### **INDEMNITY AND INSURANCE**

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

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

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

**CANCELLATION**

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

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

CONTRACTOR

CITY OF MADISON

\_\_\_\_\_  
Contractor

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

Attest: \_\_\_\_\_  
Christine Enderson, City Clerk



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

Updated Sept 12, 2022	Work Schedule “Check List”		
Area/Office	Function	Times/week	Times/year
Break Room	Vacuum	2	
	Empty garbage	5	
	Dust sills, TV cabinet, chairs	1	
	Wash table & Coffee area	2	
City Mgr. Office	Vacuum	2	
	Empty garbage	3	
Business Office	Vacuum	2	
	Empty garbage	5	
	Dust sills	1	
	Clean front counter & glass	2	
	Clean countertops	2	
	Clean toilet, sink, mirror	2	
	Scrub bathroom floor	2	
	Refill hand towels/toilet paper	as needed	
	Wash down bathroom walls		2
Copy Room	Vacuum	2	
	Empty garbage	5	
	Dust sills, cabinets, counters	1	
	Empty recycling box	as needed	
Entrances	Vacuum or sweep (dry mop)	5	
	Vacuum rugs	5	
	Scrub floor	1	
	Clean glass	3	
Hallways	Vacuum	3	
	Clean glass	2	
	Clean water fountain	2	
	Dust sills, tables	1	
Stairways	Vacuum	1	
Madison Room	Vacuum		6
	Dust sills		6
	Clean tables, chairs		6
	Empty garbage	as needed	

<b>Area/Office</b>	<b>Function</b>	<b>Times/week</b>	<b>Times/year</b>
Auditorium	Vacuum	1	
	Empty garbage	5	
	Dust sills, railings		12
	Vacuum council chairs		12
	Wash tables	1	
	Clean glass	3	
	Set up and take down for council mtg		24
	Downstairs Restrooms	Clean toilets, urinals, sinks, mirrors	5
	Vacuum or sweep floors (dry mop)	5	
	Scrub floors	2	
	Empty garbage	5	
	Refill hand towels, toilet paper	as needed	
	Downstairs Hallways	Vacuum or sweep floor (dry mop)	2
Senior Center	Scrub floor	1	
	Vacuum or sweep floor (dry mop)	5	
	Scrub floor	2	
	Empty garbage	5	
	Wash tables	2	
	Clean glass	3	
	Dust sills		12
City Hall Building	Wash all interior windows		2
	Replace light bulbs	as needed	
	Wash coffee servers	as needed	
	Sweep exterior steps and entrances	as needed	
	Clean elevator	1	
	Miscellaneous	as needed	

## Section 9. Sick Leave

### A. Sick Leave Defined

Sick leave is paid time off to all employees (including full-time, part-time, and temporary employees) performing work for at least eighty (80) hours in a year for the City. Employees are eligible to use sick leave time as it accrues.

### B. Sick Leave Accrual

Sick leave shall begin to accrue on the first date of employment. Sick leave does not accrue during a leave of absence without pay.

1. Regular full-time employees shall earn sick leave at a rate of eight (8) hours per month with a maximum limit on total accumulations of 720 hours (90 days).
  - a) Part-time employees regularly scheduled to work at least 20 hours per week - a pro-rated accumulation and accumulation maximum of the full-time employees' rate of accumulation and accumulation maximum.
  - b) Full-time employees and part-time employees regularly scheduled to work at least 20 hours per week are eligible to carry over sick leave into the following year, but the total sick leave time shall not exceed nine-hundred sixty (720) hours at any given time.
2. Part-time employees regularly scheduled for less than 20 hours per week and temporary and seasonal employees shall earn sick leave at a rate of one (1) hour for every thirty (30) hours worked by the employee, up to a maximum of forty-eight (48) hours of sick leave per year. Said employees are eligible to carry over sick leave time into the following year, but the total amount of sick leave time shall not exceed eighty (80) hours at any given time.

### C. Sick Leave Use

Sick leave may be used as it is accrued in the smallest increment of time tracked by the City's payroll system (15-minute increments) for the following circumstances:

An employee's own:

- Mental or physical illness, injury or other health condition
- Need for medical diagnosis, care or treatment, of a mental or physical illness
- Injury or health condition
- Need for preventative care
- Closure of the employee's place of business due to weather or other public emergency
- The employee's inability to work or telework because the employee is prohibited from working by the city due to health concerns related to the potential transmission of a communicable illness related to a public emergency, or seeking or awaiting the results of a

diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and the employee has been exposed to a communicable disease or the city has requested a test or diagnosis.

- Absence due to domestic abuse, sexual assault, or stalking of the employee provided the absence is to:
  - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
  - Obtain services from a victim services organization
  - Obtain psychological or other counseling
  - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking
  - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking
- Care of a family member:
  - With mental or physical illness, injury or other health condition
  - Who needs medical diagnosis, care or treatment of a mental or physical illness, injury or other health condition
  - Who needs preventative medical or health care Whose school or place of care has been closed due to weather or other public emergency
  - When it has been determined by health authority or a health care professional that the presence of the family member of the employee in the community would jeopardize the health of others because of the exposure of the family member of the employee to a communicable disease, whether or not the family member has actually contracted the communicable disease
- Absence due to domestic abuse, sexual assault or stalking of the employee's family member provided the absence is to:
  - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
  - Obtain services from a victim services organization
  - Obtain psychological or other counseling
  - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking
  - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking

For sick leave purposes, family member includes an employee's:

- Spouse or registered domestic partner
- Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis
- Sibling, step sibling or foster sibling
- Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child
- Grandchild, foster grandchild or step grandchild
- Grandparent or step grandparent

- A child of a sibling of the employee
- A sibling of the parent of the employee or
- A child-in-law or sibling-in-law
- Any of the above family members of a spouse or registered domestic partner
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship
- Up to one individual annually designated by the employee

#### **D. Funeral Leave**

Employees shall be allowed three days of bereavement leave, not deducted from sick leave, for immediate family. For the purpose of this section immediate family includes parents, spouse, spouses' parents, brother, sister, children, step children, grandparents of either spouse, or grandchildren. Two additional days maybe be allowed with the permission of the department head and city manager with the time being charged to the employee's sick leave bank. Vacation or comp time shall be used for leave to attend other funerals.

#### **E. Advance Notice for Use of Sick Leave**

Sick leave must be requested by the employee to the employee's supervisor as soon as possible for each and every day such leave is requested. If the need for sick leave is foreseeable, the City requires seven days' advance notice. However, if the need is unforeseeable, employees must provide notice of the need for sick leave as soon as practicable. When an employee uses sick leave for more than three consecutive days, the City may require appropriate supporting documentation (such as medical documentation supporting medical leave, court records or related documentation to support safety leave). However, if the employee or employee's family member did not receive services from a health care professional, or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation may include a written statement from the employee indicating that the employee is using, or used, sick leave for a qualifying purpose. The City will not require an employee to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee's or the employee's family member's medical condition. In accordance with state law, the City will not require an employee using sick leave to find a replacement worker to cover the hours the employee will be absent.

Employees must use sick leave prior to using paid vacation or compensatory time or prior to leave of absence without pay if their leave is for a medical reason that qualifies it for sick leave.

#### **F. Return to Work**

When an employee uses sick leave for more than three consecutive days, the City may require appropriate supporting medical documentation on or about the employee's first day back to work, indicating the nature of the illness or medical condition and attesting to the employee's ability to return to work and safely and effectively perform the essential functions of the job with or without reasonable accommodation.

Any work restrictions must be stated clearly on the return-to-work form. Employees who have been asked to provide such a statement may not be allowed to return to work until they comply with this provision.

**G. Discipline**

Any employee who makes a false claim for sick leave will be subject to discipline, up to and including termination.

**H. Workers Compensation**

In the case of an employee receiving Workers Compensation payments, the City shall supplement such payments up to an amount in which the Workers Compensation and City's supplemental payment equal his/her weekly wage to the extent that the employee has such sick leave available. Such supplemental payments shall be charged to the employee's sick leave provided that he/she is not otherwise gainfully employed. Once an employee's sick leave is exhausted, no further supplemental payments shall be made.

**I. No Cash Value at Termination**

Accrued, but unused sick leave has no cash value upon termination or retirement.

**J. Retaliation Prohibited**

The City shall not terminate, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting Sick leave rights, requesting a sick leave absence, or pursuing remedies. Further, use of Sick leave will not be factored into any attendance point system the City may use. Additionally, it is unlawful to report or threaten to report a person or a family member's immigration status for exercising a right under Sick leave.

If an employee believes they have been retaliated against or improperly denied sick leave rights under law, they can follow the City's grievance procedure, file a complaint with the Minnesota Department of Labor and Industry or pursue a civil action.



City of Madison, MN

# Expense Approval Report

## By Fund

Post Dates 11/29/2023 - 11/29/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 101 - General</b>					
NICOLE BENINGA	65402	11/29/2023	CTY HALL-CLEANING 11/23	101-41940-310	1,000.00
<b>Fund 101 - General Total:</b>					<b>1,000.00</b>
<b>Fund: 201 - Ambulance</b>					
SCHWIETERS OF MONTEVIDE	65404	11/29/2023	AMB-MISC REPAIR	201-44100-212	118.16
THRIFTY WHITE PHARMACY		11/29/2023	AMB-SUPPLIES	201-44100-221	26.98
THRIFTY WHITE PHARMACY		11/29/2023	AMB-SUPPLIES	201-44100-221	-26.98
<b>Fund 201 - Ambulance Total:</b>					<b>118.16</b>
<b>Fund: 601 - Water Fund</b>					
HAWKINS INC.	65400	11/29/2023	WT-CHEMICALS	601-49400-230	598.26
HAWKINS INC.	65400	11/29/2023	WT-CHEMICALS	601-49400-231	1,674.26
HAWKINS INC.	65400	11/29/2023	WT-CHEMICALS	601-49400-232	780.00
HAWKINS INC.	65400	11/29/2023	WT-CHEMICALS	601-49400-234	984.14
HAWKINS INC.	65400	11/29/2023	WT-CHEMICALS	601-49400-236	752.85
<b>Fund 601 - Water Fund Total:</b>					<b>4,789.51</b>
<b>Fund: 602 - Sewer Fund</b>					
MVTL LABORATORIES INC	65401	11/29/2023	SEW-REGULAR TESTING	602-49450-409	160.38
MVTL LABORATORIES INC	65401	11/29/2023	SEW-REGULAR TESTING	602-49450-409	406.56
RANDY MORTENSON	65403	11/29/2023	SEW-PUMPING/HAULING 11/	602-49450-409	10,919.25
<b>Fund 602 - Sewer Fund Total:</b>					<b>11,486.19</b>
<b>Fund: 604 - Electric Fund</b>					
DGR ENGINEERING	65399	11/29/2023	ELEC-WWTF GEN ADD ENGIN	604-49590-303	1,144.00
<b>Fund 604 - Electric Fund Total:</b>					<b>1,144.00</b>
<b>Grand Total:</b>					<b>18,537.86</b>

## Report Summary

### Fund Summary

Fund	Expense Amount	Payment Amount
101 - General	1,000.00	1,000.00
201 - Ambulance	118.16	118.16
601 - Water Fund	4,789.51	4,789.51
602 - Sewer Fund	11,486.19	11,486.19
604 - Electric Fund	1,144.00	1,144.00
<b>Grand Total:</b>	<b>18,537.86</b>	<b>18,537.86</b>

### Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-41940-310	CLEANING CONTRACT	1,000.00	1,000.00
201-44100-212	MOTOR FUELS/LUBRICA	118.16	118.16
201-44100-221	EQUIPMENT PARTS/TIRE	0.00	0.00
601-49400-230	WATER TREATMENT CHE	598.26	598.26
601-49400-231	LIME/POTASIUM PERMA	1,674.26	1,674.26
601-49400-232	AQUA HAWK	780.00	780.00
601-49400-234	918 (POLY PHOSPHATE)	984.14	984.14
601-49400-236	CHLORINE/FLUORIDE/S	752.85	752.85
602-49450-409	CONTRACTUAL SERVICES	11,486.19	11,486.19
604-49590-303	ENGINEERING FEES	1,144.00	1,144.00
<b>Grand Total:</b>		<b>18,537.86</b>	<b>18,537.86</b>

### Project Account Summary

Project Account Key	Expense Amount	Payment Amount
**None**	18,537.86	18,537.86
<b>Grand Total:</b>	<b>18,537.86</b>	<b>18,537.86</b>





# Expense Approval Report

## By Fund

Payment Dates 12/11/2023 - 12/11/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 101 - General</b>					
MADISON HARDWARE HANK	65443	12/07/2023	FIRE-LED BULB	101-42200-223	33.98
PLUNKETT'S INC.	65456	12/07/2023	FIRE-SPRAYING 11/21/23	101-42200-401	57.49
PLUNKETT'S INC.	65456	12/07/2023	CTY HALL-SPRAYING 11/21/23	101-41940-401	69.00
DANIEL TUCKETT, SR.	65422	12/07/2023	ADMIN-FOLD/STUFF ENV-12/	101-41320-202	175.00
LYNDON WORDEN	65439	12/07/2023	LIB-FIRE EXT CHECK- 10/23	101-45500-310	10.00
LYNDON WORDEN	65439	12/07/2023	LIB-CLEANING - 10/23	101-45500-310	800.00
LQP CO-OP OIL	65435	12/07/2023	FIRE-FUEL EXPENSE	101-42200-212	199.57
MINNESOTA WEST-JACKSON	65448	12/08/2023	FIRE-ROPES & KNOTS TRAININ	101-42200-180	600.00
BOLTON & MENK INC	65415	12/08/2023	STR-PAVEMENT MANAGEME	101-43100-303	54.00
HAPPY HOUR	65426	12/08/2023	ADMIN-WELLNESS	101-41320-194	250.00
EMERGENCY APPARATUS MAI	65423	12/08/2023	FIRE-ENGINE 1 REPAIRS	101-42200-221	1,551.58
EMERGENCY APPARATUS MAI	65423	12/08/2023	FIRE-ENGINE 2 REPAIRS	101-42200-221	1,089.04
EMERGENCY APPARATUS MAI	65423	12/08/2023	FIRE-GRASS RIG 1 REPAIRS	101-42200-221	1,188.72
EMERGENCY APPARATUS MAI	65423	12/08/2023	FIRE-REPAIRS TO RESCUE 1	101-42200-221	4,797.45
EMERGENCY APPARATUS MAI	65423	12/08/2023	FIRE-TANKER 1 REPAIRS	101-42200-221	1,155.25
AUTOMATIC BUILDING CONT	65412	12/08/2023	CTY HALL-ANN FIRE ALARM C	101-41940-401	240.00
LUCERO SPANISH LANGUAGE	65438	12/08/2023	ADMIN-SPANISH TRANSLATE L	101-41320-409	55.68
PARAMOUNT PLANNING GRO	65455	12/08/2023	PUBLIC SAFETY-EMERGENCY P	101-42100-409	425.00
MADISON AUTO PARTS	65441	12/08/2023	STR-2.5 DEF	101-43100-212	29.98
MADISON AUTO PARTS	65441	12/08/2023	STR-AIR BOTTLE JACK	101-43100-240	199.99
MADISON AUTO PARTS	65441	12/08/2023	STR-IMPACT SOCKET	101-43100-215	49.25
MADISON AUTO PARTS	65441	12/08/2023	STR-BREAK AWAY	101-43100-215	9.99
MADISON AUTO PARTS	65441	12/08/2023	STR-WIRE WHEEL/CUP BRUSH	101-43100-215	57.83
MADISON AUTO PARTS	65441	12/08/2023	PARKS-BATTERY JD MOWER	101-45200-221	68.99
MADISON AUTO PARTS	65441	12/08/2023	STR-CUT OFF WHEEL/GRAY PR	101-43100-215	19.36
MADISON AUTO PARTS	65441	12/08/2023	STR-BATTERY-PLOW TRUCK	101-43100-221	305.16
MADISON AUTO PARTS	65441	12/08/2023	STR-LOOM SPLIT/RING	101-43100-221	26.31
MADISON HARDWARE HANK	65443	12/08/2023	STR-TAPE	101-43100-215	20.98
MADISON HARDWARE HANK	65443	12/08/2023	STR-FUEL LINE	101-43100-221	42.24
MADISON HARDWARE HANK	65443	12/08/2023	CTY HALL-VACUUM	101-41940-219	319.99
MADISON HARDWARE HANK	65443	12/08/2023	LIB-FILTERS	101-45500-210	95.96
MADISON HARDWARE HANK	65443	12/08/2023	PARKS-SPRING SNAP	101-45200-401	29.94
MADISON HARDWARE HANK	65443	12/08/2023	ENVIRO-BELLA BOWLS	101-44140-219	10.98
MADISON HARDWARE HANK	65443	12/08/2023	CTY HALL-FILTERS	101-41940-219	383.52
MADISON HARDWARE HANK	65443	12/08/2023	LIB-FILTERS	101-45500-210	191.76
MADISON HARDWARE HANK	65443	12/08/2023	PARKS-TARP/RATCHET	101-45200-401	44.98
MADISON HARDWARE HANK	65443	12/08/2023	PARKS-FASTENERS	101-45500-210	18.56
MN DEPT OF LABOR & IND.	65450	12/08/2023	LIB-ELEVATOR ANN OP	101-45500-404	100.00
MADISON HARDWARE HANK	65443	12/08/2023	credit LIB-RETURN FILTER	101-45500-210	-39.99
MADISON HARDWARE HANK	65443	12/08/2023	credit PARKS-RETURN SPRING	101-45500-210	-24.95
ZIEGLER INC.	65463	12/08/2023	STR-SNOWWOLF	101-43100-540	10,715.00
CHERI TUCKETT	65418	12/08/2023	CTY HALL-SEASONAL DECOR	101-41940-219	60.52
SWENSON NELSON & STULZ P	65460	12/08/2023	CTY ATT-LEGAL FEES 12/23	101-41610-304	2,000.00
PRAIRIE FIVE COMMUNITY AC	65457	12/08/2023	APPRO-2ND HALF CONTRIBUT	101-46600-491	7,064.00
OLD WORLD WINDOWS	65454	12/08/2023	CTY HALL-PAY AP3	101-41940-520	45,350.00
LQP COUNTY SHERIFF	65437	12/08/2023	POLICE-3RD & 4TH QTR CONT	101-42100-409	135,318.50
LQP COUNTY AUDITOR/TREAS	65436	12/08/2023	SPEC ASSESS PMT-WAHL 2022	101-36232	1,148.27
STONEY BROOK FIRE & SAFET	65459	12/08/2023	FIRE-HELMET LIGHT KITS	101-42200-240	974.00
VAL HALVORSON	65462	12/08/2023	ADMIN-MEAL REIMB NETWO	101-41320-331	18.76
VAL HALVORSON	65462	12/08/2023	ADMIN-MILEAGE REIMB NET	101-41320-331	27.51
ARNESON TIRE SHOP	65411	12/11/2023	STR-TIRES FOR TANDEM IN T	101-43100-221	2,947.00
HEIMAN FIRE EQUIPMENT IN	65427	12/11/2023	FIRE-EXTINGUISHER	101-42200-219	195.00
MEI TOTAL ELEVATOR SOLUTI	65446	12/11/2023	CTY HALL-ELEV BACK UP BATT	101-41940-404	167.06

Expense Approval Report

Payment Dates: 12/11/2023 - 12/11/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
JUBILEE FOODS	65431	12/11/2023	ADMIN-WELLNESS	101-41320-194	82.42
JUBILEE FOODS	65431	12/11/2023	CTY HALL-PAPER TOWELS	101-41940-219	39.00
JUBILEE FOODS	65431	12/11/2023	CTY HALL-FORKS/PLATES	101-41940-219	8.87
JUBILEE FOODS	65431	12/11/2023	STR-CLEANERS/PAPER PRODU	101-43100-209	91.18
FLAHERTY & HOOD, P.A.	65424	12/11/2023	ADMIN-LABOR CONSULT	101-41320-409	75.00
KUBOTA LLC	65433	12/11/2023	STR-REPLACEMENT SHOES FO	101-43100-221	82.40
MARSHALL NORTHWEST PIPE	65445	12/11/2023	STR-FLUIDMASTER/CANISTER	101-43100-223	35.69
MARSHALL NORTHWEST PIPE	65445	12/11/2023	CTY HALL-FLUIDMASTER/FLAP	101-41940-223	29.93
MIDWEST MACHINERY CO	65447	12/11/2023	STR-BOLTS FOR V-PLOW CUTT	101-43100-221	23.36
MN DEPT OF LABOR & IND.	65450	12/11/2023	STR-PRESSURE VESSEL	101-43100-409	10.00
LQP BROADCASTING COMPAN	65434	12/11/2023	COUNC-ORDINANCES	101-41110-351	52.50
VAL HALVORSON	65462	12/11/2023	ADMIN-CELL PHONE REIMB	101-41320-325	53.42
CITY OF MADISON	65419	12/11/2023	CTY HALL-UTIL 11/23	101-41940-380	691.88
CITY OF MADISON	65419	12/11/2023	FIRE HYDRANTS-UTIL 11/23	101-42200-380	275.24
CITY OF MADISON	65419	12/11/2023	FIRE HALL-UTIL 11/23	101-42200-380	283.20
CITY OF MADISON	65419	12/11/2023	MAIN STR GARBAGE-UTIL 11/	101-43100-380	181.71
CITY OF MADISON	65419	12/11/2023	CTY GARAGE-UTIL 11/23	101-43100-380	45.65
CITY OF MADISON	65419	12/11/2023	PUBLIC WORKS BLDG-UTIL 11	101-43100-380	235.79
CITY OF MADISON	65419	12/11/2023	STR LIGHTING-UTIL 11/23	101-43100-381	670.20
CITY OF MADISON	65419	12/11/2023	POOL/SHELTER-UTIL 11/23	101-45124-380	1,248.19
CITY OF MADISON	65419	12/11/2023	SK RINK-UTIL 11/23	101-45127-380	134.11
CITY OF MADISON	65419	12/11/2023	MEMORIAL FIELD-UTIL 11/23	101-45200-380	201.07
CITY OF MADISON	65419	12/11/2023	GRAND PARK-UTIL 11/23	101-45200-380	11.02
CITY OF MADISON	65419	12/11/2023	REC FIELD-UTIL 11/23	101-45200-380	285.21
CITY OF MADISON	65419	12/11/2023	TENNIS COURTS-UTIL 11/23	101-45200-380	23.57
CITY OF MADISON	65419	12/11/2023	JACOBSON PARK-UTIL 11/23	101-45200-380	162.30
CITY OF MADISON	65419	12/11/2023	AVE OF FLAGS-UTIL 11/23	101-45200-380	138.53
CITY OF MADISON	65419	12/11/2023	PUBLIC RESTROOM-UTIL 11/2	101-45200-380	129.88
CITY OF MADISON	65419	12/11/2023	JACOBSON RESTROOM-UTIL 1	101-45200-380	231.78
CITY OF MADISON	65419	12/11/2023	LIB-UTIL 11/23	101-45500-380	282.03
CITY OF MADISON	65419	12/11/2023	BLOCK 48-UTIL 11/23	101-49250-380	11.76
CITY OF MADISON	65419	12/11/2023	BLOCK 48-UTIL 11/23	101-49250-380	11.76
CITY OF MADISON	65419	12/11/2023	BLOCK 48-UTIL 11/23	101-49250-380	13.58
CITY OF MADISON	65419	12/11/2023	UNAPPRO STRM SEW-UTIL 11	101-49250-380	103.63
LQP CO-OP OIL	65435	12/11/2023	STR-FUEL EXPENSE-YUKON M	101-43100-212	1,787.60
LQP CO-OP OIL	65435	12/11/2023	STR-FUEL EXPENSE	101-43100-212	357.59
LQP CO-OP OIL	65435	12/11/2023	PARKS-FUEL EXPENSE	101-45200-212	29.33
CHERI TUCKETT	65418	12/11/2023	CTY HALL-SANTA DECOR/LIGH	101-41320-409	66.27
JIBBEN, RAMSEY	65429	12/11/2023	POOL-WSI REIMB-R JIBBEN (R	101-45124-180	240.00
<b>Fund 101 - General Total:</b>					<b>229,134.86</b>
<b>Fund: 201 - Ambulance</b>					
PLUNKETT'S INC.	65456	12/07/2023	AMB-SPRAYING 11/21/23	201-44100-401	54.93
MADISON AMBULANCE SERVI	65440	12/08/2023	AMB-MEAL REIMB ON TRANS	201-44100-332	295.65
A-OX WELDING SUPPLY COMP	65410	12/11/2023	AMB-OXYGEN COMPRESSED	201-44100-217	240.49
KRUSE MOTORS	65432	12/11/2023	AMB-GASKET/INJECTOR	201-44100-405	5,625.79
LQP CO-OP OIL	65435	12/11/2023	AMB-FUEL EXPENSE	201-44100-212	150.94
CITY OF MADISON	65419	12/11/2023	AMB-UTIL 11/23	201-44100-380	158.30
<b>Fund 201 - Ambulance Total:</b>					<b>6,526.10</b>
<b>Fund: 211 - EDA Fund</b>					
UPPER MN VALLEY RDC	65461	12/11/2023	CARES-CDBG FIBRER GRANT	211-46500-409	8,203.75
<b>Fund 211 - EDA Fund Total:</b>					<b>8,203.75</b>
<b>Fund: 350 - IRP Debt Serv Fund</b>					
BOND TRUST SERVICES	65416	12/08/2023	'21 GO WT & SEW IMP REF B	350-47000-601	190,000.00
BOND TRUST SERVICES	65416	12/08/2023	'21 GO WT & SEW IMP REF B	350-47000-602	60,173.75
<b>Fund 350 - IRP Debt Serv Fund Total:</b>					<b>250,173.75</b>
<b>Fund: 407 - Utility Extension Project Fund</b>					
BOLTON & MENK INC	65415	12/08/2023	2023 INFRASTRUCTURE	407-46520-303	40,956.25
AMERICAN ENGINEERING TES	65408	12/11/2023	'23 INFRA IMPROVE COMPAC	407-46520-303	1,507.00
<b>Fund 407 - Utility Extension Project Fund Total:</b>					<b>42,463.25</b>

## Expense Approval Report

Payment Dates: 12/11/2023 - 12/11/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 425 - Bldg &amp; Capital Capital Fund</b>					
OLD WORLD WINDOWS	65454	12/08/2023	CTY MATCH-PAY AP3	425-41950-520	25,000.00
<b>Fund 425 - Bldg &amp; Capital Capital Fund Total:</b>					<b>25,000.00</b>
<b>Fund: 430 - Streets Capital Fund</b>					
R.L. LARSON EXCAVATING IN	65458	12/08/2023	STR CAP-BLACKTOP REMOVAL	430-43120-532	9,504.00
<b>Fund 430 - Streets Capital Fund Total:</b>					<b>9,504.00</b>
<b>Fund: 601 - Water Fund</b>					
GOPHER STATE ONE CALL	65425	12/07/2023	DIGGING CALLS	601-49400-409	8.02
BOLTON & MENK INC	65415	12/08/2023	WT-GENERAL ENGINEERING	601-49440-303	2,958.75
MADISON AUTO PARTS	65441	12/08/2023	WT-POWER SERVICE DIESEL	601-49400-212	8.29
MADISON HARDWARE HANK	65443	12/08/2023	WT-COUPLING	601-49430-407	8.49
MN DEPT OF LABOR & IND.	65450	12/11/2023	WT-PRESSURE VESSEL	601-49400-409	10.00
CITY OF MADISON	65419	12/11/2023	WT PLANT-UTIL 11/23	601-49400-380	2,603.40
CITY OF MADISON	65419	12/11/2023	HWY 40 WELLHOUSE-UTIL 11	601-49400-380	23.73
CITY OF MADISON	65419	12/11/2023	WT TOWER-UTIL 11/23	601-49430-380	46.08
LQP CO-OP OIL	65435	12/11/2023	WT-FUEL EXPENSE	601-49400-212	139.64
<b>Fund 601 - Water Fund Total:</b>					<b>5,806.40</b>
<b>Fund: 602 - Sewer Fund</b>					
GOPHER STATE ONE CALL	65425	12/07/2023	DIGGING CALLS	602-49450-409	8.02
MADISON AUTO PARTS	65441	12/08/2023	SEW-HOUSING THERMOSTAT	602-49450-221	52.99
MN ENERGY RESOURCES	65451	12/11/2023	SEW-NAT GAS 12/23	602-49450-380	266.38
CITY OF MADISON	65419	12/11/2023	SEW-UTIL 11/23	602-49450-380	458.36
CITY OF MADISON	65419	12/11/2023	9TH STR LIFT PUMP-UTIL 11/2	602-49460-380	41.69
CITY OF MADISON	65419	12/11/2023	FAIRWAY VIEW LIFT PUMP-UT	602-49460-380	32.91
MN VALLEY REC	65452	12/11/2023	SEW-UTILITY EXPENSE	602-49450-380	267.19
MN VALLEY REC	65452	12/11/2023	SEW-UTILITY EXPENSE	602-49450-380	3,512.58
LQP CO-OP OIL	65435	12/11/2023	SEW-FUEL EXPENSE	602-49450-212	227.49
<b>Fund 602 - Sewer Fund Total:</b>					<b>4,867.61</b>
<b>Fund: 604 - Electric Fund</b>					
GOPHER STATE ONE CALL	65425	12/07/2023	DIGGING CALLS	604-49590-409	8.26
MADISON AUTO PARTS	65441	12/08/2023	ELEC-HEXBIT SKT	604-49570-240	3.41
MADISON HARDWARE HANK	65443	12/08/2023	ELEC-BATTERIES	604-49570-219	8.99
MADISON HARDWARE HANK	65443	12/08/2023	ELEC-FASTENERS	604-49570-219	7.90
MADISON HARDWARE HANK	65443	12/08/2023	ELEC-POWER BIT/STAR CON L	604-49570-219	21.48
MADISON HARDWARE HANK	65443	12/08/2023	ELEC-LIGHT SET	604-49570-219	55.93
MADISON HARDWARE HANK	65443	12/08/2023	ELEC-RECEPTACLE	604-49570-219	10.98
MADISON HARDWARE HANK	65443	12/08/2023	ELEC-LIGHTSET	604-49570-219	39.95
MADISON HARDWARE HANK	65443	12/08/2023	ELEC-CAR CLEANER/SPONGE/	604-49570-219	34.96
BORDER STATES ELECTRIC SU	65417	12/08/2023	ELEC-TAPP CONN	604-49570-221	75.23
BORDER STATES ELECTRIC SU	65417	12/08/2023	ELEC-UF-NMCB	604-49570-583	149.61
ANGELA MARTINEZ	65409	12/08/2023	STR CAP-BLACKTOP REMOVAL	604-49590-602	6.39
MN DEPT OF COMMERCE	65449	12/08/2023	ELEC-3RD QTR ASSESSMENT	604-49550-438	131.42
JT SERVICES	65430	12/08/2023	ELEC-SAFETY GLASSES	604-49570-193	107.65
O & S CONSTRUCTION INC	65453	12/11/2023	ELEC-BORING 3RD ST E & CEN	604-49570-409	1,350.00
LQP BROADCASTING COMPAN	65434	12/11/2023	ELEC-UTIL AD	604-49590-410	66.90
CITY OF MADISON	65419	12/11/2023	PUBLIC WORKS BLDG-UTIL 11	604-49570-380	235.79
CITY OF MADISON	65419	12/11/2023	WEST SUB-FIRE-UTIL 11/23	604-49570-380	45.95
LQP CO-OP OIL	65435	12/11/2023	ELEC-FUEL EXPENSE	604-49570-212	240.47
<b>Fund 604 - Electric Fund Total:</b>					<b>2,601.27</b>
<b>Fund: 605 - Storm Sewer Fund</b>					
CITY OF MADISON	65419	12/11/2023	HWY 40 DET POND-UTIL 10/2	605-49600-380	22.50
<b>Fund 605 - Storm Sewer Fund Total:</b>					<b>22.50</b>
<b>Fund: 609 - Liquor Fund</b>					
BELLBOY CORPORATION	65413	12/07/2023	LIQ-LIQUOR EXPENSE	609-49750-251	3,607.40
BELLBOY CORPORATION	65413	12/07/2023	LIQ-FREIGHT EXPENSE	609-49750-258	48.13
INNOVATIVE OFFICE SOLUTIO	65428	12/08/2023	LIQ-THERMAL PAPER/PAPER P	609-49750-210	279.78
BEVERAGE WHOLESALERS	65414	12/08/2023	LIQ-LIQUOR EXPENSE	609-49750-251	2,309.95
MADISON BOTTLING CO.	65442	12/08/2023	LIQ-BEER EXPENSE	609-49750-251	3,817.74

Expense Approval Report

Payment Dates: 12/11/2023 - 12/11/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
CITY OF MADISON	65419	12/11/2023	LIQ-UTIL 11/23	609-49750-380	430.33
				<b>Fund 609 - Liquor Fund Total:</b>	<b>10,493.33</b>
<b>Fund: 614 - Eastview Fund</b>					
BOLTON & MENK INC	65415	12/08/2023	EASTVIEW-DESGIN ENGINEER	614-46330-409	615.00
				<b>Fund 614 - Eastview Fund Total:</b>	<b>615.00</b>
				<b>Grand Total:</b>	<b>595,411.82</b>

## Report Summary

## Fund Summary

Fund	Expense Amount	Payment Amount
101 - General	229,134.86	229,134.86
201 - Ambulance	6,526.10	6,526.10
211 - EDA Fund	8,203.75	8,203.75
350 - IRP Debt Serv Fund	250,173.75	250,173.75
407 - Utility Extension Project Fund	42,463.25	42,463.25
425 - Bldg & Capital Capital Fund	25,000.00	25,000.00
430 - Streets Capital Fund	9,504.00	9,504.00
601 - Water Fund	5,806.40	5,806.40
602 - Sewer Fund	4,867.61	4,867.61
604 - Electric Fund	2,601.27	2,601.27
605 - Storm Sewer Fund	22.50	22.50
609 - Liquor Fund	10,493.33	10,493.33
614 - Eastview Fund	615.00	615.00
<b>Grand Total:</b>	<b>595,411.82</b>	<b>595,411.82</b>

## Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-36232	REFUNDS & REIMB.	1,148.27	1,148.27
101-41110-351	PUBLICATIONS	52.50	52.50
101-41320-194	HCM WELLNESS PROGR	332.42	332.42
101-41320-202	BILLING SUPPLIES/SERVI	175.00	175.00
101-41320-325	CELL PHONE EXPENSE	53.42	53.42
101-41320-331	TRAVEL/CONFERENCE E	46.27	46.27
101-41320-409	CONTRACTUAL SERVICES	196.95	196.95
101-41610-304	LEGAL FEES	2,000.00	2,000.00
101-41940-219	MISC. OPERATING SUPP	811.90	811.90
101-41940-223	BUILDING REPAIR SUPPL	29.93	29.93
101-41940-380	UTILITY EXPENSE	691.88	691.88
101-41940-401	BUILDING M & R CONTR	309.00	309.00
101-41940-404	EQUIPMENT M & R CON	167.06	167.06
101-41940-520	CAPITAL OUTLAY (BUILDI	45,350.00	45,350.00
101-42100-409	CONTRACTUAL SERVICES	135,743.50	135,743.50
101-42200-180	TRAINING	600.00	600.00
101-42200-212	MOTOR FUELS/LUBRICA	199.57	199.57
101-42200-219	MISC. OPERATING SUPP	195.00	195.00
101-42200-221	EQUIPMENT PARTS/TIRE	9,782.04	9,782.04
101-42200-223	BUILDING REPAIR SUPPL	33.98	33.98
101-42200-240	MINOR TOOLS & EQUIP	974.00	974.00
101-42200-380	UTILITY EXPENSE	558.44	558.44
101-42200-401	BUILDING M & R CONTR	57.49	57.49
101-43100-209	PUBLIC WORKS SUPPLIE	91.18	91.18
101-43100-212	MOTOR FUELS/LUBRICA	2,175.17	2,175.17
101-43100-215	SHOP SUPPLIES	157.41	157.41
101-43100-221	EQUIPMENT PARTS/TIRE	3,426.47	3,426.47
101-43100-223	BUILDING REPAIR SUPPL	35.69	35.69
101-43100-240	MINOR TOOLS & EQUIP	199.99	199.99
101-43100-303	ENGINEERING FEES	54.00	54.00
101-43100-380	UTILITY EXPENSE	463.15	463.15
101-43100-381	STREET LIGHT UTILITY EX	670.20	670.20
101-43100-409	CONTRACTUAL SERVICES	10.00	10.00
101-43100-540	CAPITAL OUTLAY (HEAVY	10,715.00	10,715.00
101-44140-219	MISC. OPERATING SUPP	10.98	10.98
101-45124-180	TRAINING	240.00	240.00
101-45124-380	UTILITY EXPENSE	1,248.19	1,248.19
101-45127-380	UTILITY EXPENSE	134.11	134.11
101-45200-212	MOTOR FUELS/LUBRICA	29.33	29.33
101-45200-221	EQUIPMENT PARTS/TIRE	68.99	68.99

**Account Summary**

Account Number	Account Name	Expense Amount	Payment Amount
101-45200-380	UTILITY EXPENSE	1,183.36	1,183.36
101-45200-401	BUILDING M & R CONTR	74.92	74.92
101-45500-210	OPERATING SUPPLIES	241.34	241.34
101-45500-310	CLEANING CONTRACT	810.00	810.00
101-45500-380	UTILITY EXPENSE	282.03	282.03
101-45500-404	EQUIPMENT M & R CON	100.00	100.00
101-46600-491	APPROPRIATION TO TRA	7,064.00	7,064.00
101-49250-380	UTILITY EXPENSE	140.73	140.73
201-44100-212	MOTOR FUELS/LUBRICA	150.94	150.94
201-44100-217	AMBULANCE SUPPLIES	240.49	240.49
201-44100-332	MEALS	295.65	295.65
201-44100-380	UTILITY EXPENSE	158.30	158.30
201-44100-401	BUILDING M & R CONTR	54.93	54.93
201-44100-405	VEHICLE M & R CONTRA	5,625.79	5,625.79
211-46500-409	CONTRACTUAL SERVICES	8,203.75	8,203.75
350-47000-601	PRINCIPAL	190,000.00	190,000.00
350-47000-602	INTEREST	60,173.75	60,173.75
407-46520-303	ENGINEERING FEES	42,463.25	42,463.25
425-41950-520	CAPITAL OUTLAY (BUILDI	25,000.00	25,000.00
430-43120-532	CAPITAL OUTLAY (CRACK	9,504.00	9,504.00
601-49400-212	MOTOR FUELS/LUBRICA	147.93	147.93
601-49400-380	UTILITY EXPENSE	2,627.13	2,627.13
601-49400-409	CONTRACTUAL SERVICES	18.02	18.02
601-49430-380	UTILITY EXPENSE	46.08	46.08
601-49430-407	MAIN & HYDRANT REPAI	8.49	8.49
601-49440-303	ENGINEERING FEES	2,958.75	2,958.75
602-49450-212	MOTOR FUELS/LUBRICA	227.49	227.49
602-49450-221	EQUIPMENT PARTS/TIRE	52.99	52.99
602-49450-380	UTILITY EXPENSE	4,504.51	4,504.51
602-49450-409	CONTRACTUAL SERVICES	8.02	8.02
602-49460-380	UTILITY EXPENSE	74.60	74.60
604-49550-438	ASSESSMENTS	131.42	131.42
604-49570-193	PERSONNEL SAFETY EQU	107.65	107.65
604-49570-212	MOTOR FUELS/LUBRICA	240.47	240.47
604-49570-219	MISC. OPERATING SUPP	180.19	180.19
604-49570-221	EQUIPMENT PARTS/TIRE	75.23	75.23
604-49570-240	MINOR TOOLS & EQUIP	3.41	3.41
604-49570-380	UTILITY EXPENSE	281.74	281.74
604-49570-409	CONTRACTUAL SERVICES	1,350.00	1,350.00
604-49570-583	CAPITAL OUTLAY(LIGHTS	149.61	149.61
604-49590-409	CONTRACTUAL SERVICES	8.26	8.26
604-49590-410	CONSERVATION EXPENS	66.90	66.90
604-49590-602	INTEREST	6.39	6.39
605-49600-380	UTILITY EXPENSE	22.50	22.50
609-49750-210	OPERATING SUPPLIES	279.78	279.78
609-49750-251	LIQUOR	9,735.09	9,735.09
609-49750-258	FREIGHT EXPENSE	48.13	48.13
609-49750-380	UTILITY EXPENSE	430.33	430.33
614-46330-409	CONTRACTUAL SERVICES	615.00	615.00
	<b>Grand Total:</b>	<b>595,411.82</b>	<b>595,411.82</b>

**Project Account Summary**

Project Account Key	Expense Amount	Payment Amount
**None**	595,411.82	595,411.82
<b>Grand Total:</b>	<b>595,411.82</b>	<b>595,411.82</b>



City of Madison, MN

# Expense Approval Report

By Fund

Post Dates 12/11/2023 - 12/11/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 101 - General</b>					
ARNESON TIRE SHOP	65411	12/11/2023	STR-TIRES FOR TANDEM IN T	101-43100-221	2,947.00
HEIMAN FIRE EQUIPMENT IN	65427	12/11/2023	FIRE-EXTINGUISHER	101-42200-219	195.00
MEI TOTAL ELEVATOR SOLUTI	65446	12/11/2023	CTY HALL-ELEV BACK UP BATT	101-41940-404	167.06
AMAZON	DFT0000138	12/11/2023	SK RINK-SPEAKERS	101-45127-580	164.99
JUBILEE FOODS	65431	12/11/2023	ADMIN-WELLNESS	101-41320-194	82.42
JUBILEE FOODS	65431	12/11/2023	CTY HALL-PAPER TOWELS	101-41940-219	39.00
JUBILEE FOODS	65431	12/11/2023	CTY HALL-FORKS/PLATES	101-41940-219	8.87
JUBILEE FOODS	65431	12/11/2023	STR-CLEANERS/PAPER PRODU	101-43100-209	91.18
FLAHERTY & HOOD, P.A.	65424	12/11/2023	ADMIN-LABOR CONSULT	101-41320-409	75.00
KUBOTA LLC	65433	12/11/2023	STR-REPLACEMENT SHOES FO	101-43100-221	82.40
MARSHALL NORTHWEST PIPE	65445	12/11/2023	STR-FLUIDMASTER/CANISTER	101-43100-223	35.69
MARSHALL NORTHWEST PIPE	65445	12/11/2023	CTY HALL-FLUIDMASTER/FLAP	101-41940-223	29.93
MIDWEST MACHINERY CO	65447	12/11/2023	STR-BOLTS FOR V-PLOW CUTT	101-43100-221	23.36
MN DEPT OF LABOR & IND.	65450	12/11/2023	STR-PRESSURE VESSEL	101-43100-409	10.00
LQP BROADCASTING COMPAN	65434	12/11/2023	COUNC-ORDINANCES	101-41110-351	52.50
VAL HALVORSON	65462	12/11/2023	ADMIN-CELL PHONE REIMB	101-41320-325	53.42
CITY OF MADISON	65419	12/11/2023	CTY HALL-UTIL 11/23	101-41940-380	691.88
CITY OF MADISON	65419	12/11/2023	FIRE HALL-UTIL 11/23	101-42200-380	283.20
CITY OF MADISON	65419	12/11/2023	FIRE HYDRANTS-UTIL 11/23	101-42200-380	275.24
CITY OF MADISON	65419	12/11/2023	MAIN STR GARBAGE-UTIL 11/	101-43100-380	181.71
CITY OF MADISON	65419	12/11/2023	PUBLIC WORKS BLDG-UTIL 11	101-43100-380	235.79
CITY OF MADISON	65419	12/11/2023	CTY GARAGE-UTIL 11/23	101-43100-380	45.65
CITY OF MADISON	65419	12/11/2023	STR LIGHTING-UTIL 11/23	101-43100-381	670.20
CITY OF MADISON	65419	12/11/2023	POOL/SHELTER-UTIL 11/23	101-45124-380	1,248.19
CITY OF MADISON	65419	12/11/2023	SK RINK-UTIL 11/23	101-45127-380	134.11
CITY OF MADISON	65419	12/11/2023	GRAND PARK-UTIL 11/23	101-45200-380	11.02
CITY OF MADISON	65419	12/11/2023	TENNIS COURTS-UTIL 11/23	101-45200-380	23.57
CITY OF MADISON	65419	12/11/2023	JACOBSON PARK-UTIL 11/23	101-45200-380	162.30
CITY OF MADISON	65419	12/11/2023	JACOBSON RESTROOM-UTIL 1	101-45200-380	231.78
CITY OF MADISON	65419	12/11/2023	MEMORIAL FIELD-UTIL 11/23	101-45200-380	201.07
CITY OF MADISON	65419	12/11/2023	PUBLIC RESTROOM-UTIL 11/2	101-45200-380	129.88
CITY OF MADISON	65419	12/11/2023	AVE OF FLAGS-UTIL 11/23	101-45200-380	138.53
CITY OF MADISON	65419	12/11/2023	REC FIELD-UTIL 11/23	101-45200-380	285.21
CITY OF MADISON	65419	12/11/2023	LIB-UTIL 11/23	101-45500-380	282.03
CITY OF MADISON	65419	12/11/2023	UNAPPRO STRM SEW-UTIL 11	101-49250-380	103.63
CITY OF MADISON	65419	12/11/2023	BLOCK 48-UTIL 11/23	101-49250-380	13.58
CITY OF MADISON	65419	12/11/2023	BLOCK 48-UTIL 11/23	101-49250-380	11.76
CITY OF MADISON	65419	12/11/2023	BLOCK 48-UTIL 11/23	101-49250-380	11.76
LQP CO-OP OIL	65435	12/11/2023	STR-FUEL EXPENSE-YUKON M	101-43100-212	1,787.60
LQP CO-OP OIL	65435	12/11/2023	STR-FUEL EXPENSE	101-43100-212	357.59
LQP CO-OP OIL	65435	12/11/2023	PARKS-FUEL EXPENSE	101-45200-212	29.33
CHERI TUCKETT	65418	12/11/2023	CTY HALL-SANTA DECOR/LIGH	101-41320-409	66.27
JIBBEN, RAMSEY	65429	12/11/2023	POOL-WSI REIMB-R JIBBEN (R	101-45124-180	240.00
CHASE PAYMENTACH	DFT0000137	12/11/2023	ADMIN-CHS GEN CC PRIOR M	101-41320-202	383.63
<b>Fund 101 - General Total:</b>					<b>12,294.33</b>
<b>Fund: 201 - Ambulance</b>					
A-OX WELDING SUPPLY COMP	65410	12/11/2023	AMB-OXYGEN COMPRESSED	201-44100-217	240.49
KRUSE MOTORS	65432	12/11/2023	AMB-GASKET/INJECTOR	201-44100-405	5,625.79
LQP CO-OP OIL	65435	12/11/2023	AMB-FUEL EXPENSE	201-44100-212	150.94
CITY OF MADISON	65419	12/11/2023	AMB-UTIL 11/23	201-44100-380	158.30
<b>Fund 201 - Ambulance Total:</b>					<b>6,175.52</b>
<b>Fund: 211 - EDA Fund</b>					
DAIRY QUEEN	DFT0000139	12/11/2023	EDA-MEETING MEAL	211-46500-219	60.62

Expense Approval Report

Post Dates: 12/11/2023 - 12/11/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
UPPER MN VALLEY RDC	65461	12/11/2023	CARES-CDBG FIBRER GRANT	211-46500-409	8,203.75
				<b>Fund 211 - EDA Fund Total:</b>	<b>8,264.37</b>
<b>Fund: 407 - Utility Extension Project Fund</b>					
AMERICAN ENGINEERING TES	65408	12/11/2023	'23 INFRA IMPROVE COMPAC	407-46520-303	1,507.00
				<b>Fund 407 - Utility Extension Project Fund Total:</b>	<b>1,507.00</b>
<b>Fund: 601 - Water Fund</b>					
MN DEPT OF LABOR & IND.	65450	12/11/2023	WT-PRESSURE VESSEL	601-49400-409	10.00
CITY OF MADISON	65419	12/11/2023	HWY 40 WELLHOUSE-UTIL 11	601-49400-380	23.73
CITY OF MADISON	65419	12/11/2023	WT PLANT-UTIL 11/23	601-49400-380	2,603.40
CITY OF MADISON	65419	12/11/2023	WT TOWER-UTIL 11/23	601-49430-380	46.08
LQP CO-OP OIL	65435	12/11/2023	WT-FUEL EXPENSE	601-49400-212	139.64
				<b>Fund 601 - Water Fund Total:</b>	<b>2,822.85</b>
<b>Fund: 602 - Sewer Fund</b>					
MN ENERGY RESOURCES	65451	12/11/2023	SEW-NAT GAS 12/23	602-49450-380	266.38
CITY OF MADISON	65419	12/11/2023	SEW-UTIL 11/23	602-49450-380	458.36
CITY OF MADISON	65419	12/11/2023	FAIRWAY VIEW LIFT PUMP-UT	602-49460-380	32.91
CITY OF MADISON	65419	12/11/2023	9TH STR LIFT PUMP-UTIL 11/2	602-49460-380	41.69
MN VALLEY REC	65452	12/11/2023	SEW-UTILITY EXPENSE	602-49450-380	3,512.58
MN VALLEY REC	65452	12/11/2023	SEW-UTILITY EXPENSE	602-49450-380	267.19
LQP CO-OP OIL	65435	12/11/2023	SEW-FUEL EXPENSE	602-49450-212	227.49
				<b>Fund 602 - Sewer Fund Total:</b>	<b>4,806.60</b>
<b>Fund: 604 - Electric Fund</b>					
O & S CONSTRUCTION INC	65453	12/11/2023	ELEC-BORING 3RD ST E & CEN	604-49570-409	1,350.00
LQP BROADCASTING COMPAN	65434	12/11/2023	ELEC-UTIL AD	604-49590-410	66.90
CITY OF MADISON	65419	12/11/2023	WEST SUB-FIRE-UTIL 11/23	604-49570-380	45.95
CITY OF MADISON	65419	12/11/2023	PUBLIC WORKS BLDG-UTIL 11	604-49570-380	235.79
LQP CO-OP OIL	65435	12/11/2023	ELEC-FUEL EXPENSE	604-49570-212	240.47
				<b>Fund 604 - Electric Fund Total:</b>	<b>1,939.11</b>
<b>Fund: 605 - Storm Sewer Fund</b>					
CITY OF MADISON	65419	12/11/2023	HWY 40 DET POND-UTIL 10/2	605-49600-380	22.50
				<b>Fund 605 - Storm Sewer Fund Total:</b>	<b>22.50</b>
<b>Fund: 609 - Liquor Fund</b>					
CITY OF MADISON	65419	12/11/2023	LIQ-UTIL 11/23	609-49750-380	430.33
				<b>Fund 609 - Liquor Fund Total:</b>	<b>430.33</b>
<b>Grand Total:</b>					<b>38,262.61</b>



## Report Summary

## Fund Summary

Fund	Expense Amount	Payment Amount
101 - General	12,294.33	12,294.33
201 - Ambulance	6,175.52	6,175.52
211 - EDA Fund	8,264.37	8,264.37
407 - Utility Extension Project Fund	1,507.00	1,507.00
601 - Water Fund	2,822.85	2,822.85
602 - Sewer Fund	4,806.60	4,806.60
604 - Electric Fund	1,939.11	1,939.11
605 - Storm Sewer Fund	22.50	22.50
609 - Liquor Fund	430.33	430.33
<b>Grand Total:</b>	<b>38,262.61</b>	<b>38,262.61</b>

## Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-41110-351	PUBLICATIONS	52.50	52.50
101-41320-194	HCM WELLNESS PROGR	82.42	82.42
101-41320-202	BILLING SUPPLIES/SERVI	383.63	383.63
101-41320-325	CELL PHONE EXPENSE	53.42	53.42
101-41320-409	CONTRACTUAL SERVICES	141.27	141.27
101-41940-219	MISC. OPERATING SUPP	47.87	47.87
101-41940-223	BUILDING REPAIR SUPPL	29.93	29.93
101-41940-380	UTILITY EXPENSE	691.88	691.88
101-41940-404	EQUIPMENT M & R CON	167.06	167.06
101-42200-219	MISC. OPERATING SUPP	195.00	195.00
101-42200-380	UTILITY EXPENSE	558.44	558.44
101-43100-209	PUBLIC WORKS SUPPLIE	91.18	91.18
101-43100-212	MOTOR FUELS/LUBRICA	2,145.19	2,145.19
101-43100-221	EQUIPMENT PARTS/TIRE	3,052.76	3,052.76
101-43100-223	BUILDING REPAIR SUPPL	35.69	35.69
101-43100-380	UTILITY EXPENSE	463.15	463.15
101-43100-381	STREET LIGHT UTILITY EX	670.20	670.20
101-43100-409	CONTRACTUAL SERVICES	10.00	10.00
101-45124-180	TRAINING	240.00	240.00
101-45124-380	UTILITY EXPENSE	1,248.19	1,248.19
101-45127-380	UTILITY EXPENSE	134.11	134.11
101-45127-580	CAPITAL OUTLAY (OTHER	164.99	164.99
101-45200-212	MOTOR FUELS/LUBRICA	29.33	29.33
101-45200-380	UTILITY EXPENSE	1,183.36	1,183.36
101-45500-380	UTILITY EXPENSE	282.03	282.03
101-49250-380	UTILITY EXPENSE	140.73	140.73
201-44100-212	MOTOR FUELS/LUBRICA	150.94	150.94
201-44100-217	AMBULANCE SUPPLIES	240.49	240.49
201-44100-380	UTILITY EXPENSE	158.30	158.30
201-44100-405	VEHICLE M & R CONTRA	5,625.79	5,625.79
211-46500-219	MISC. OPERATING SUPP	60.62	60.62
211-46500-409	CONTRACTUAL SERVICES	8,203.75	8,203.75
407-46520-303	ENGINEERING FEES	1,507.00	1,507.00
601-49400-212	MOTOR FUELS/LUBRICA	139.64	139.64
601-49400-380	UTILITY EXPENSE	2,627.13	2,627.13
601-49400-409	CONTRACTUAL SERVICES	10.00	10.00
601-49430-380	UTILITY EXPENSE	46.08	46.08
602-49450-212	MOTOR FUELS/LUBRICA	227.49	227.49
602-49450-380	UTILITY EXPENSE	4,504.51	4,504.51
602-49460-380	UTILITY EXPENSE	74.60	74.60
604-49570-212	MOTOR FUELS/LUBRICA	240.47	240.47
604-49570-380	UTILITY EXPENSE	281.74	281.74
604-49570-409	CONTRACTUAL SERVICES	1,350.00	1,350.00
604-49590-410	CONSERVATION EXPENS	66.90	66.90

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Expense Amount</b>	<b>Payment Amount</b>
605-49600-380	UTILITY EXPENSE	22.50	22.50
609-49750-380	UTILITY EXPENSE	430.33	430.33
	<b>Grand Total:</b>	<b>38,262.61</b>	<b>38,262.61</b>

**Project Account Summary**

<b>Project Account Key</b>	<b>Expense Amount</b>	<b>Payment Amount</b>
**None**	38,262.61	38,262.61
	<b>Grand Total:</b>	<b>38,262.61</b>