

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

Regular Meeting of the City Council – 5:00 PM  
Monday November 25, 2024  
Madison Municipal Building

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

Mayor Thole will call the meeting to order.

**2. APPROVE AGENDA**

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

**3. APPROVE MINUTES**

Page 1

A copy of the November 13, 2024 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. Liquor License – 2025 – approve                    | Page 4 |
| B. City Hall – Firehouse Windows Punch List – receive | Page 5 |
| C. WWTP Generator – Punch List – receive              | Page 8 |

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

**6. UNFINISHED AND NEW BUSINESS**

Page 9

- A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)
- B. Financial Management Plan and Utility Rate Study - Ehlers. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 10

- C. Resolution 24-37. Establishing Pay Range 2025. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 13

- D. Resolution 24-38. Assignment of Wage Schedule. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 15

- E. Approve Pay Application – Old World Windows. A DISCUSSION and MOTION may be in order. (Manager, Council)

- F. Approve Voter Agreement – LqP County. A DISCUSSION and MOTION may be in order. (Manager, Council)

**7. MANAGER REPORT (Manager)**

- Lighted Parade Entry

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

**9. AUDITING CLAIM**

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A copy of the Expense Approval Report is submitted for November 13, 2024 through November 25 2024 and is attached. A MOTION is in order.

**10. ADJOURNMENT**

**11. CLOSED SESSION – Manager Review**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
REGULAR MEETING  
NOVEMBER 13, 2024**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Greg Thole on Wednesday, November 13, at 12:11 p.m. in Council Chambers at City Hall. Councilmembers present were: Greg Thole, Maynard Meyer, Adam Conroy, and Tim Volk. Also present were City Manager Val Halvorson, City Attorney Rick Stulz and City Clerk Christine Enderson.

**AGENDA**

Upon motion by Meyer, seconded by Volk and carried, the agenda was approved as amended. The addition includes Resolution 24-35 Election Judge Appointment in the Consent Agenda and a pay application from Musson Bros., Inc. The agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Conroy, seconded by Volk and carried, the October 28, 2024, regular meeting minutes were approved as presented.

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

None

**CONSENT AGENDA**

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

**CITY COUNCIL CHECKLIST**

City Council reviewed the checklist.

**ELECTRIC DEPARTMENT REPORT**

Electric Department Supervisor David Johnson presented the Infrared Inspection Report and a quote for a new department pickup in the amount estimated at \$44,500. After further discussion, upon motion by Volk, seconded by Meyer and carried, Council approved to move forward with the ordering of a new pickup for the electric department. The pickup is planned to be received and expensed in 2025.

**CITY ENGINEER REPORT**

City Engineer Kent Louwagie provided city project updates.

**PAY APPLICATION – MUSSIN BROS. INC.**

Upon motion by Meyer, seconded by Volk and carried, the sixth pay application from Musson Bros. Inc. for the 2023 Sanitary Sewer Rehabilitation project was approved in the amount of \$9,167.50. This application is for work completed through October 25, 2024.

**PAY APPLICATION – JOE RILEY CONSTRUCTION**

Upon motion by Conroy, seconded by Volk and carried, the fifth pay application from Joe Riley Construction for Eastview Improvements was approved in the amount of \$14,018.30. This is the final pay application.

Upon motion by Meyer, seconded by Volk and carried, the final compensating change order was approved to revise the contract quantities to match the quantities of the work completed for the Eastview

Improvements project. The original contract price was \$286,189; however, the project was completed under budget with the final contract price at \$280,365.94.

### **CITY HALL KEY CONTROL**

Upon motion by Meyer, seconded by Conroy and carried, **RESOLUTION 24-21-01** titled “Resolution for City Key Control” was adopted. This resolution would provide for an updated city hall key log after the hiring of a new employee. A complete copy of Resolution 24-21-01 is contained in City Clerk’s Book #11.

### **GROUP HEALTH INSURANCE**

Upon motion by Conroy, seconded by Volk and carried, **RESOLUTION 24-30** titled “Resolution Establishing Group Health Insurance City Benefits Contribution for the Year 2025” was adopted. This resolution would provide for the City of Madison to contribute 80% towards the family coverage premium and 100% towards the single coverage premium based on Blue Cross Blue Shield 2025 Small Group Product High Value HSA Gold Plan 692 \$3750/\$7000 with 0% coinsurance effective January 1, 2025 and continuing. This benefit is available to full-time employees, with the rate established at fifty percent for qualified part-time employees. An HSA contribution of \$233.50 per month will be made to full-time employees in the city’s group health plan and \$116.75 per month for qualified part-time employees. Employees who opt out of the city’s group health plan will be eligible to receive \$655.40 per month to be used for supplemental insurance options. A complete copy of Resolution 24-30 is contained in City Clerk’s Book #11.

### **DEBIT CARD POLICY**

Upon motion by Volk, seconded by Conroy and carried, **RESOLUTION 24-33** titled “Resolution Adopting Debit Card Policy” was adopted. This resolution would add Facilities Maintenance employee Zach Larson to the list of debit card holders. A complete copy of Resolution 24-33 is contained in City Clerk’s Book #11.

### **REIMBURSEMENT RESOLUTION**

Upon motion by Meyer, seconded by Thole and carried, **RESOLUTION 24-34** titled “Resolution Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code” was adopted. This resolution will allow for the City to be eligible for reimbursement of PFA expenses incurred for improvements to the municipal drinking water system.

### **RESOLUTION 24-36 CANVASSING NOVEMBER 5, 2024 ELECTION**

Upon motion by Conroy, seconded by Volk and carried, **RESOLUTION 24-36** titled “Resolution Canvassing the November 5 2024, Madison Municipal General Election” was adopted. This resolution declares Maynard Meyer the successful candidate for the Office of Mayor, and Adam Conroy and Julie Geerdes the successful candidates for the Office of Council Member. A complete copy of Resolution 24-36 is contained in City Clerk’s Book #11.

### **CITY MANAGER’S REPORT**

**Little Eagles Daycare Report:** The Madison EDA received an update on the daycare’s financials and enrollment numbers.

**MN Dept. of Health Grant:** The City was awarded a grant for the testing and video of well casing.

**Councilmember Training:** The area City Managers have scheduled a council training to be held on January 30<sup>th</sup> from 6pm-8pm.



**Ehlers:** Todd Hagen will be at the next council meeting to present the Financial Management Plan and rate study reviews.

**Coalition of Greater MN Cities:** City Manager Halvorson will be attending the Fall Conference next week.

**SW MN Housing:** City Manager Halvorson will be attending the annual meeting tonight in Montevideo.

**City Financials:** City Manager Halvorson presented a summary of financials and how well the City has been financially since 2017 after a number of projects completed. City Treasurer Angie Ransom was recognized for the work she has done to maintain and improve city investments.

**MAYOR/COUNCIL REPORTS**

None

**DISBURSEMENTS**

Upon motion by Volk, seconded by Meyer and carried, Council approved disbursements for bills submitted between October 29, 2024 and November 13, 2024. These disbursements include United Prairie Check Nos. 66832-66900. 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 1:01 p.m.

**ATTEST:**

\_\_\_\_\_  
Greg Thole – Mayor

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



404 6th Avenue  
Madison, Minnesota 56256  
P 320.598.7373  
F 320.598.7376  
E [madison@ci.madison.mn.us](mailto:madison@ci.madison.mn.us)  
[ci.madison.mn.us](http://ci.madison.mn.us)

## CITY OF MADISON LIQUOR LICENSE LIST – 2025

### ON SALE LIQUOR (\$500.00)

*The Sticks Bar & Grill LLC*  
*VFW*  
*Happy Hour Sports Bar*  
*Madison Mercantile*  
*LqP Racing Association*

### SUNDAY LIQUOR LICENSE (\$50.00)

*The Sticks Bar & Grill LLC*  
*VFW*  
*Happy Hour Sports Bar*  
*Madison Mercantile*  
*LqP Racing Association*

### GAMES OF SKILL (\$25.00)

*VFW*  
*Happy Hour Sports Bar*  
*The Sticks Bar & Grill LLC*

### OFF-SALE BEER (\$100.00)

*Jubilee*  
*Casey's*  
*Happy Hour Sports Bar*

## Punch List

Project Madison City Hall – Firehouse Window and Door Rehabilitation

Date November 8, 2024

To Paul Freese – Old World Windows  
Val Halvorson, City of Madison

From Rita Goodrich – MMA

Subject Punch List

On November 8, 2024, a punch list inspection was conducted at Madison City Hall. Work remaining to complete the project includes the following:

### EAST ELEVATION

1. Door 1.03– Complete rehabilitation work as per documents.
2. Door 1.03 – Paint and reinstall transom window above door correct paint color.
3. Door 1.03 – Existing landing stone. It appears that the stone to the right of the door had been previously located below the door threshold. Paul will relocate the stone to be in front of the door.

### NORTH ELEVATION

1. Window N1.01 – Adjust weatherstripping to provide tight seal.

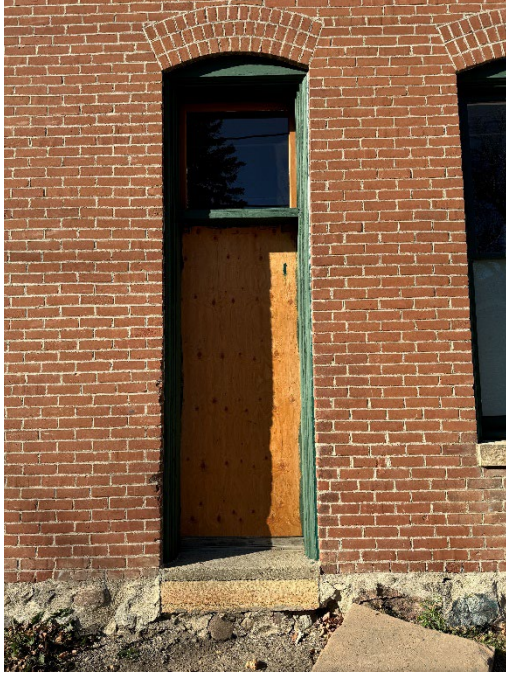
Site visit included discussion of various modifications to Door 1.03, as well as possible future uses of the firehouse space. The door is quite narrow, and while not a required egress at this time, probably will not meet egress code requirements in the future. Rita Goodrich will discuss door modifications with Amy Van Gessel and get back to Paul Freese and Val Halvorson with recommendations.

Paul Freese noted that the painting touch up at the interior of the windows matched the existing color and was limited to specific areas, not a complete repainting of the window sash and frame. He advised that the windows be painted entirely when required to due paint failure or when there is a new use for the space. It is best to avoid numerous coats of paint, especially at the area of the sash cord to maintain ease of operability.

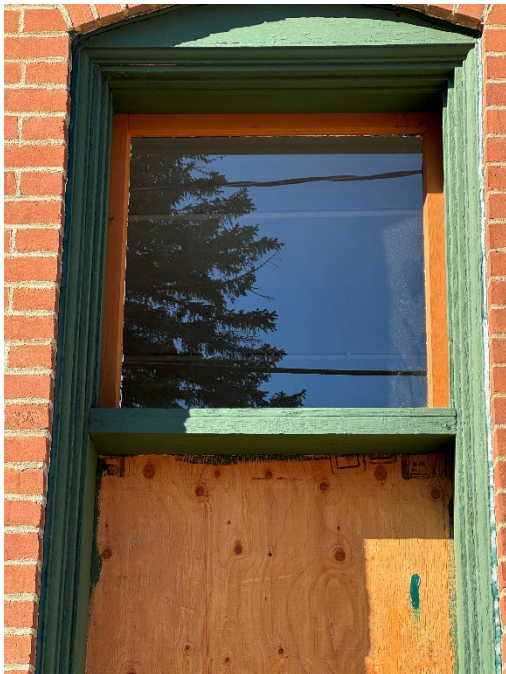
Amy Van Gessel will be providing a change order for the weather-stripping as well a change to the substantial completion date.

## Supporting Photos

### EAST ELEVATION



Door 1.03



Transom at Door 1.03

NORTH ELEVATION



Window N1.01



Window N1.01

END OF PUNCH LIST



# Punch List No. 1

## Wastewater Treatment Plant Generator

**Project:** Wastewater Treatment Plant Generator

**Project No.:** 429002

**Owner:** City of Madison, Minnesota

**Contractor:** Meier Electric, Inc. – Marshall, MN

**Date:** November 21, 2024

<b>No.</b>	<b>Location</b>	<b>Item Description</b>	<b>Date Resolved</b>	<b>Contractor Sign-Off</b>	<b>Owner Sign-Off</b>
1	Disturbed grass areas	- Provide better leveling of soil, remove rocks and sod clumps, and incorporate grass seed. This should be completed as soon as possible before ground freeze.			
2	Test reports	- Provide generator test report.			
3	Warranty	- Provide documentation of 5 year generator warranty.			
4	Site, Building	- General cleanup - Remove garbage			
5	Contract	- Furnish O&M manuals as outlined in the specifications. - Work with engineer to assemble final documents at conclusion of project			

DGR Engineering

A handwritten signature in blue ink, appearing to read 'Shannen Struckman'.

Shannen Struckman, P.E.

# CITY COUNCIL CHECKLIST

11/22/2024

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	Progress Notes	COMPLETE
Downtown Renovation Fund	1/1/2022	Meyer	CM,	Reserve Fund \$20,369	
EDA CIP Program	1/1/2022	EDA	EDA	Madison Fitness and Detoys New grants	
Downtown Open Space-Block 48	9/19/2022	Conroy	CM EDA	Consider for downtown apartments	
Daycare Performance/EDA Appropriation	9/1/2017	EDA	Community	EDA update provided	
Infrastructure North Expansion	9/1/2021	Council	CM, council	Seeding - Lift Station Generator Check	
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Windows are all painted/weather sealed - door remains	
Slen Park Improvements - DNR	7/2/2021	Conroy	CM, Parks	Awarded 10K from USTA Northern	
Carneige Library Roof	1/1/2022	Parks	Manager	Secured for Winter - Spring repair parapet wall	
Grand Theatre Projector	1/23/2023	Maynard	CM, council	Equipment installed	
Welcome Sign School Pride State Champ	8/20/2022	Zahbrock	CM, PZ, AC	Pro Image on site to review	



**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 24-37**

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

**RESOLUTION ESTABLISHING POINTS BASED PAY RANGE  
SCHEDULE FOR 2025**

**WHEREAS**, the City Council is interested in revising the Pay Range Structure;

**WHEREAS**, the City Council is determining all salary and wage ranges in accordance with Minnesota Law, City Personnel Policies and Pay Equity; and

**WHEREAS**, the City Council has determined that it shall acknowledge the increase, and allow for a structure adjustment of 4%; and

**WHEREAS**, the City Council has determined to accurately reflect the market the spread component for all grades shall be consistent, to allow City positions to fall within the framework set by schedule b.

**WHEREAS**, the City Council has determined a market rate adjustment for the positions in the electric enterprise fund shall be set by schedule a.

**WHEREAS**, the City Council is determining that the establishment of the pay structure shall be contained in this resolution effective December 21, 2024 with payment in the 2025 fiscal calendar year period and continuing thereafter until modified therein; and

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that the Council has determined the official pay range schedule to be as follows for the City's employees for the year of 2025 and continuing thereafter until modified therein. Pay schedule requirements for the salary/wage schedule are contained in the City Personnel Policies.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 24-37 was declared duly passed and adopted this 25<sup>th</sup> day of November 2024

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

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



2025 Municipal Electric Range Steps								
Range Steps	Min	B	C	D	E	F	G	Max
Grade	Min	6 Mo	Book 1	Book 2	Book 3	Book 4		Max
14	\$33.58	\$35.11	\$36.64	\$38.17	\$39.70	\$41.23	\$42.76	\$44.32
17	\$39.99	\$41.82	\$43.65	\$45.48	\$47.31	\$49.14	\$50.97	\$52.79

## 2025 Pay Scale

Anchor		138	8.3%								\$19.79
Evaluation Points				Range Steps							
Grade	Point Minimum	Point Maximum	Min	B	C	D	E	F	G	Max	
1	138	148	\$14.14	\$14.95	\$15.76	\$16.57	\$17.38	\$18.19	\$19.00	\$19.79	
2	149	161	\$15.89	\$16.62	\$17.35	\$18.08	\$18.81	\$19.54	\$20.27	\$20.98	
3	162	174	\$16.85	\$17.62	\$18.39	\$19.16	\$19.93	\$20.70	\$21.47	\$22.24	
4	175	188	\$17.86	\$18.68	\$19.50	\$20.32	\$21.14	\$21.96	\$22.78	\$23.57	
5	189	204	\$18.92	\$19.79	\$20.66	\$21.53	\$22.40	\$23.27	\$24.14	\$24.98	
6	205	221	\$20.06	\$20.98	\$21.90	\$22.82	\$23.74	\$24.66	\$25.58	\$26.48	
7	222	239	\$21.27	\$22.24	\$23.21	\$24.18	\$25.15	\$26.12	\$27.09	\$28.07	
8	240	259	\$22.54	\$23.57	\$24.60	\$25.63	\$26.66	\$27.69	\$28.72	\$29.75	
9	260	281	\$23.89	\$24.98	\$26.07	\$27.16	\$28.25	\$29.34	\$30.43	\$31.54	
10	282	304	\$25.33	\$26.49	\$27.65	\$28.81	\$29.97	\$31.13	\$32.29	\$33.43	
11	305	329	\$26.85	\$28.08	\$29.31	\$30.54	\$31.77	\$33.00	\$34.23	\$35.44	
12	330	356	\$28.46	\$29.76	\$31.06	\$32.36	\$33.66	\$34.96	\$36.26	\$37.57	
13	357	386	\$30.17	\$31.55	\$32.93	\$34.31	\$35.69	\$37.07	\$38.45	\$39.82	
14	387	418	\$31.98	\$33.44	\$34.90	\$36.36	\$37.82	\$39.28	\$40.74	\$42.21	
15	419	452	\$33.89	\$35.44	\$36.99	\$38.54	\$40.09	\$41.64	\$43.19	\$44.74	
16	453	490	\$35.92	\$37.56	\$39.20	\$40.84	\$42.48	\$44.12	\$45.76	\$47.42	
17	491	530	\$38.08	\$39.82	\$41.56	\$43.30	\$45.04	\$46.78	\$48.52	\$50.27	
18	531	574	\$40.37	\$42.22	\$44.07	\$45.92	\$47.77	\$49.62	\$51.47	\$53.29	
19	575	621	\$42.80	\$44.76	\$46.72	\$48.68	\$50.64	\$52.60	\$54.56	\$56.49	
20	622	673	\$45.36	\$47.43	\$49.50	\$51.57	\$53.64	\$55.71	\$57.78	\$59.88	
21	674	728	\$48.08	\$50.28	\$52.48	\$54.68	\$56.88	\$59.08	\$61.28	\$63.47	
22	729	788	\$50.97	\$53.30	\$55.63	\$57.96	\$60.29	\$62.62	\$64.95	\$67.28	

**CITY OF MADISON MINNESOTA  
RESOLUTION NO. 24-38**

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

**RESOLUTION ESTABLISHING ASSIGNMENT OF WAGE  
INCREASE SCHEDULE 2025**

**WHEREAS**, the City Council is interested in establishing the assignment of wage increases in conformity to the requirements of pay equity for the City of Madison for the 2025 fiscal year and continuing thereafter until modified therein; and

**WHEREAS**, the City Council is determining that the establishment of wage increases shall be contained in this resolution effective with payment in the 2025 fiscal calendar year, with wage changes as described within and continuing thereafter until modified therein; and

**WHEREAS**, the City Council has determined the wage increase to be applied for the below employees following a satisfactory performance evaluation for the 2024 fiscal year;

**WHEREAS**, the below request follows the City Council established Compensation Plan;

JOB TITLE	2025 Pay rate
-----------	---------------------

Liquor Store Clerk	\$16.07
Deputy Clerk	\$23.57
Streets & Parks Maint	\$25.16
Facility Maintenance	\$26.86
W&WW Senior Operator	\$29.44
Liquor Store Manager	\$31.54
Deputy Clerk Treas	\$31.03
City Clerk	\$29.38
Streets & Parks Sup	\$31.10
W&WW Supervisor	\$33.43
City Manager	\$52.32
Journey Line worker	\$42.47
Line Supervisor	\$50.88

**THEREFORE, BE IT FURTHER RESOLVED** That the City Council of Madison, Lac qui Parle County, Minnesota does hereby authorize the adoption and implementation of the Assignment of Wage Increases as contained herein with approval date of November 25, 2024 with payment effective for 2025 fiscal year and continuing thereafter until modified therein.

Upon vote taken thereon, the following voted:

For:

Against:

Absent:

Whereupon said Resolution No. 24-38 was declared duly passed and adopted this 25th day of November 2024.

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

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



TO OWNER: CITY OF MADISON PROJECT: FIREHOUSE WINDOW REHABILITATION

404 6TH AVE NORTH  
MADISON, MN 56256

FROM CONTRACTOR: OLD WORLD WINDOWS VIA ARCHITECT: Amy Van Gessel

2340 WOODLAND AVE  
DULUTH, MN 55803  
CONTRACT FOR: CITY HALL - FIREHOUSE

Mac Donald + Mack

APPLICATION NO.: 1  
PERIOD TO: 11/9/2024  
PROJECT NOS.:  
CONTRACT DATE: 7/23/2024  
Distribution to:  
☐ OWNER  
☐ ARCHITECT  
☐ CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 84,000.00
2. Net change by Change Orders ..... \$ 1,800.00
3. CONTRACT SUM TO DATE (Line 1 + 2) ..... \$ 85,800.00
4. TOTAL COMPLETED & STORED TO DATE ..... \$ 78,800.00  
(Column G on G703)
5. RETAINAGE:  
a. \_\_\_\_\_% of Completed Work ..... \$ 3940.00  
(Columns D + E on G703)  
b. \_\_\_\_\_% of Stored Material ..... \$ 0  
(Column F on G703)  
Total Retainage (Line 5a + 5b or  
Total in Column I of G703) ..... \$ 0
6. TOTAL EARNED LESS RETAINAGE ..... \$ 74,860.00  
(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
(Line 6 from prior Certificate) ..... \$ 0
8. CURRENT PAYMENT DUE ..... \$ 74,860.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE  
(Line 3 less Line 6) ..... \$ 10,940.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 1800.00	0
Total approved this Month		
TOTALS	\$ 1800.00	
NET CHANGES by Change Order	\$ 1800.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:  
By: [Signature] Date: 11/21/2024  
State of: \_\_\_\_\_  
County of: \_\_\_\_\_  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public:  
My Commission expires: \_\_\_\_\_

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ \_\_\_\_\_  
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**PAGE OF PAGES**

APPLICATION NO.: /  
APPLICATION DATE: 11/13/2024  
PERIOD TO: 11/9/2024  
ARCHITECT'S PROJECT NO.:

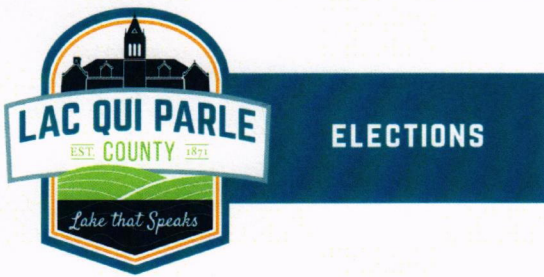
A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)		
1)	ALL WORK ON CONTRACT	\$84,000. <sup>00</sup>	Ø	\$77,000. <sup>00</sup>	Ø	\$77,000. <sup>00</sup>	92%	\$7,000. <sup>00</sup>	3,850. <sup>00</sup>
2)	CHANGE ORDER 1	\$1,800. <sup>00</sup>	Ø	\$1800. <sup>00</sup>	Ø	\$1,800. <sup>00</sup>	100%	Ø	90
		85,800	Ø	78,800. <sup>00</sup>	Ø	78,800. <sup>00</sup>		\$7,000. <sup>00</sup>	3,940. <sup>00</sup>

**AIA DOCUMENT G703 • CONTINUATION SHEET FOR G702 • 1992 EDITION • AIA® • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20005-3292 • WARNING: Unauthorized photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.**

**G703-1992**

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***Lac qui Parle County***  
***Auditor-Treasurer***  
**600 6<sup>th</sup> Street, Suite 5**  
**Madison, MN 56256**

Email: [vote@lqpc.co](mailto:vote@lqpc.co)  
Phone: 320-598-7444

November 18, 2024

To: City or Township Board

From: Kelly Vaala, Lac qui Parle County Elections Supervisor

RE: Voting Operations, Technology, & Election Resources (VOTER) Account Funds  
Explanation and Agreement

City Council/Town Board,

**What is the VOTER Account?**

The VOTER Account is a dedicated stream of state funding for county and municipal election administration. The funds were initially approved in 2023 Session Laws. The funds were increased in 2024 and \$4.836 million was allocated to the 87 counties on July 18, 2024.

**How were the total amounts determined for each county?**

Twenty percent was allocated equally to all 87 counties and the remaining 80 percent was allocated based on proportion of registered voters. For 2024, Lac qui Parle County received \$15807.58.

**How are the funds allocated?**

Seventy-five percent is retained by the County. The remaining twenty-five percent is allocated to cities and townships based on each precinct's voter registration count as of May 1, 2022. I have included a spreadsheet with the amount that would be awarded to your precinct.

**What are the requirements to receive the funds?**

Cities or Townships may choose to keep their allocation or allow the County to retain the funds. If you choose to keep your allocated amount, there will be reporting requirements to the Auditor. If you choose to allow the County to keep your precinct's allocation, we will do the reporting to the Secretary of State's Office and apply the funds to cover election administration expenses.

The full explanation of the VOTER Account, its distribution and expenditure procedures are attached for your review to aid in determining what to do with your portion of the funds.

Enclosed please find an Agreement for your approval (or not) between your precinct and Lac qui Parle County for the VOTER Account Funds approved through the 2024 Legislative process.

**Please submit the Agreement with your board's decision to our office no later than 12/15/24.** Let me know if you have any questions!

Sincerely,

Kelly Vaala  
Lake County Auditor-Treasure

### VOTER payment allocations

	50% to County	25% to administer AB/MBs	25% to disperse
County	\$7,903.79	\$3,951.90	<b>3951.89</b>
Agassiz Township			\$50.21
Arena Township			\$77.60
Augusta Township			\$57.51
Baxter Township			\$104.07
Cerro Gordo Township			\$123.24
Freeland Township			\$58.12
Garfield Township			\$67.55
Hamlin Township			\$94.03
Hantho Township			\$78.51
Lac qui Parle Township			\$120.50
Lake Shore Township			\$100.42
Madison Township			\$123.24
Manfred Township			\$48.38
Mehurin Township			\$41.99
Perry Township			\$53.86
Providence Township			\$99.50
Ten Mile Lake Township			\$89.46
Walter Township			\$74.86
Yellow Bank Township			\$83.07
City of Bellingham			\$82.16
City of Boyd			\$69.38
City of Louisburg			\$21.00
City of Marietta			\$62.99
City of Nassau			\$32.86
Camp Release Township			\$177.10
Maxwell Township			\$105.89
Riverside Township			\$189.88
City of Dawson			\$783.26
City of Madison			\$881.25
	<b>\$7,903.79</b>	<b>\$3,951.90</b>	<b>\$3,951.89</b>

2024 total  
award amount: **\$15,807.58**  
75% County = \$11,855.69

If chose to take  
dispersement, reporting  
requirements are the  
responsiblility of the  
city/township. Talk to Kelly  
for more details on those  
requirements.



# Voting Operations, Technology, & Election Resources (VOTER) Account Agreement

**BY AND BETWEEN:** \_\_\_\_\_  
(insert City or Township and address)

**AND:** Lac qui Parle County, 600 6<sup>th</sup> St, Ste 5, Madison, MN 56256

**WHEREAS,** on July 18, 2024, the Office of the Secretary of State completed the electronic transfer of \$1.25 million in electronic payments to counties for the Voting Operations, Technology, & Election Resources (VOTER) Account in accordance with the requirements of Minnesota Statutes section 5.305,

And

**WHEREAS,** Lac qui Parle County is required to work with its local units of government to determine how our portion of those funds will be allocated within the county,

And

**WHEREAS,** Lac qui Parle County currently administers the absentee and mail balloting for all precincts,

And

**WHEREAS,** Lac qui Parle County pays for all maintenance costs of the DS 450 and DS 200, tabulators to count all absentee and mail ballots,

**NOW, THEREFORE, BE IT RESOLVED,** that \_\_\_\_\_ (insert City or Township) does hereby agree to allow Lac qui Parle County to retain all Voting Operations, Technology, & Election Resources (VOTER) Account Funds received to pay for county election administration costs.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_ (insert name of Council member/Town Board member)

moved the \_\_\_\_\_ approval or \_\_\_\_\_ disapproval

of the foregoing agreement and the same was declared adopted upon vote of all members present.

Absent: \_\_\_\_\_

Attested and witnessed:

\_\_\_\_\_  
{City or Township Clerk}

# Voting Operations, Technology, & Election Resources (VOTER) Account

In accordance with the requirements of  
[Minnesota Statutes section 5.305](#)

**Minnesota Secretary of State Steve Simon**

## Contents

- A. Voter Account Overview – Page 1
- B. Allocations by County – Page 4
- C. Example Allocation of Funding – Page 6

## **Section A. VOTER Account Overview**

**Summary:** On July 18, 2024, the Office of the Secretary of State initiated the electronic transfer of \$4.836 million in electronic payments to counties for the Voting Operations, Technology, & Election Resources (VOTER) Account. Allocations by county are included in Section B.

### **What is the VOTER Account?**

- The VOTER Account is a dedicated stream of state funding for county and municipal election administration established in 2023.
- In 2023, \$1.25 million was allocated to counties according to the formula listed below.
- In 2024, that amount was increased to \$3 million per year by shifting \$1.75 million per year from two existing grant accounts (VEGA and Dropbox) operated by the OSS to the VOTER fund.
- The payments issued to counties for FY 2024-25 are higher as they include a “rollover” of the \$1.75 million that was not issued for FY 2023-24, as well as \$86,000 in additional one time money.
- Starting next year, \$3 million is the amount that will be allocated by July 20 each year until the law is amended by the legislature.

### **How were the total amounts determined for each county?**

- 20 percent is allocated equally to all 87 counties
- 80 percent is allocated based on proportion of registered voters (using May 1, 2022 numbers)

### **What do counties need to do once the funds are received?**

Upon receipt of funds, each county must segregate the funds in a county election funding account. The money in the account remains in the account until it is spent for any of the authorized purposes.

### **Do counties need work with cities/townships to determine how the funds will be allocated within the county?**

Yes. The county and the local units of government located within the county may devise their own agreement/formula for distributing the funds.

If the county and a local unit of government do not agree on a distribution plan, the county must allocate the funds to that unit of local government as follows:



- 50 percent is retained by the county;
- 25 percent is allocated to each local unit of government responsible for administering absentee voting or mail voting in proportion to that unit of government's share of the county's registered voters on May 1 for the most recent statewide general election; and
- 25 percent is allocated to cities and townships in proportion to each city and township's share of registered voters in the county on May 1 for the most recent statewide general election

If an agreement is reached between the county and *some* cities/townships, but not *all*, then those cities/townships with whom an agreement is not reached must receive the default allocation.

We have included an example in Section C.

#### **When do counties need to allocate funding to municipalities/townships?**

Counties must distribute funds to cities and townships by December 31 of each year. If an agreement is reached where funds are not allocated to some municipalities/townships, then this deadline would not apply for those jurisdictions.

#### **If a local unit of government administers absentee or mail voting for state elections, would they also receive the additional 25 percent allocation in the odd year?**

Yes. This 25 percent allocation applies every year, even if there is not an election in the jurisdiction for that year.

If a local unit of government only administers AB/MB for their elections in the odd year, but not for state elections in the even year, they would not be entitled to the 25 percent allocation.

It is the position of the OSS that the determination of whether a local unit of government is entitled to the 25 percent allocation should be made at the time that the funds are distributed by the county.

#### **What can the VOTER Account funds be used for?**

The funds can be used for any purpose that is directly related to election administration. The enabling legislation included the following categories:

1. equipment;
2. hardware or software;
3. cybersecurity;
4. security-related infrastructure;
5. capital improvements to improve access to polling places for individuals with disabilities;
6. staff costs for election administrators, election judges, and other election officials;
7. printing and publication;
8. postage;
9. programming;
10. transitioning to a .gov domain; (*added this year re: new requirement in M.S. 471.3422*)
11. local match for state or federal funds; and
12. any other purpose directly related to election administration.

#### **What are the reporting requirements?**

\*Reporting requirements take effect starting in December 2024. Those first reports will cover the previous fiscal year (July 1, 2023 – June 30, 2024). By early fall, the OSS will provide counties with detailed information on reporting VOTER fund expenditures. Counties and municipalities must maintain an itemized description of how their funds are being spent according to the general expenditure categories outlined above. Receipts and invoices should also be maintained.

**Reporting Timelines**

- By December 15 of each year, municipalities must report to the counties how their money was spent.
- By December 31 of each year, the county will report to the OSS how they and their underlying municipalities spent the funds.
- By January 31 of each year, the OSS must compile the reports from the county and submit a summary report to the legislature that identifies expenditures by county, city, and town and the purposes of each expenditure.
- Funds remain in the county and/or city/township account until they are expended.



## Section B. VOTER Account Allocations by County FY 24-25

County	Total Allocated to County	County	
<b>Grand Total</b>	<b>\$ 4,836,000.00</b>		
Aitkin	\$ 23,320.39	Lake of the Woods	\$ 14,117.80
Anoka	\$ 260,134.39	Le Sueur	\$ 31,377.26
Becker	\$ 34,766.60	Lincoln	\$ 14,875.81
Beltrami	\$ 41,121.75	Lyon	\$ 26,828.10
Benton	\$ 38,124.45	McLeod	\$ 35,976.38
Big Stone	\$ 14,551.11	Mahnomen	\$ 14,226.40
Blue Earth	\$ 53,619.21	Marshall	\$ 17,219.36
Brown	\$ 28,793.72	Martin	\$ 24,055.59
Carlton	\$ 35,431.22	Meeker	\$ 27,134.34
Carver	\$ 89,523.84	Mille Lacs	\$ 28,854.53
Cass	\$ 34,288.77	Morrison	\$ 34,542.89
Chippewa	\$ 18,953.66	Mower	\$ 34,852.40
Chisago	\$ 52,152.04	Murray	\$ 16,868.58
Clay	\$ 49,950.76	Nicollet	\$ 33,616.55
Clearwater	\$ 16,718.72	Nobles	\$ 21,756.58
Cook	\$ 15,652.29	Norman	\$ 15,186.40
Cottonwood	\$ 18,271.67	Olmsted	\$ 120,392.80
Crow Wing	\$ 60,355.54	Otter Tail	\$ 53,972.15
Dakota	\$ 317,351.37	Pennington	\$ 19,683.44
Dodge	\$ 25,447.82	Pine	\$ 30,284.77
Douglas	\$ 40,368.08	Pipestone	\$ 16,902.25
Faribault	\$ 20,424.08	Polk	\$ 29,617.98
Fillmore	\$ 25,574.88	Pope	\$ 19,249.05
Freeborn	\$ 31,355.54	Ramsey	\$ 358,191.78
Goodhue	\$ 45,119.24	Red Lake	\$ 13,691.01
Grant	\$ 15,428.58	Redwood	\$ 20,911.68
Hennepin	\$ 886,874.56	Renville	\$ 20,786.80
Houston	\$ 24,597.50	Rice	\$ 53,295.58
Hubbard	\$ 26,883.48	Rock	\$ 17,186.78
Isanti	\$ 40,340.93	Roseau	\$ 21,156.03
Itasca	\$ 43,268.73	Saint Louis	\$ 152,286.91
Jackson	\$ 17,892.66	Scott	\$ 114,897.74
Kanabec	\$ 22,205.09	Sherburne	\$ 79,088.67
Kandiyohi	\$ 39,214.77	Sibley	\$ 21,411.23
Kittson	\$ 14,146.04	Stearns	\$ 112,770.31
Koochiching	\$ 19,279.46	Steele	\$ 35,841.72
Lac qui Parle	\$ 15,807.58	Stevens	\$ 16,795.82
Lake	\$ 19,339.19	Swift	\$ 17,179.17
		Todd	\$ 26,787.92
		Traverse	\$ 13,278.34
		Wabasha	\$ 26,706.47

Wadena	\$	20,131.95
Waseca	\$	23,166.18
Washington	\$	208,118.17
Watsonwan	\$	17,194.38

Wilkin	\$	15,191.83
Winona	\$	42,496.60
Wright	\$	111,677.81
Yellow Medicine	\$	17,518.00



## Section C. Example Allocation According to the Default Formula with Partial Agreement

County has 20,000 registered voters and receives a VOTER Account allocation of \$10,000.

	# of Registered Voters	Administers AB	Reached agreement with county?
City A	8,000	Yes	No
City B	5,000	No	Yes
Township A	4,000	No	No
Township B	3,000	No	Yes

- The county reaches an agreement with City B and Township B where those two jurisdictions will not receive any funding and their portion of the VOTER funds will remain with the county.
- The county cannot reach an agreement with City A and Township A. Their VOTER funds must be determined by the default formula.

Therefore, the \$10,000 would be allocated as follows:

	County	City A	City B	Township A	Township B
50% percent to county	<b>\$5,000</b>	\$0	\$0	\$0	\$0
25% to all municipalities / townships, in proportion to share of registered voters in the county.	\$625 (from City B) + \$375 (from Township B) = <b>\$1,000</b>	$\$2,500 \times .4 =$ <b>\$1,000</b>	$\$2,500 \times .25 =$ <b>\$625</b>	$\$2,500 \times .2 =$ <b>\$500</b>	$\$2,500 \times .15 =$ <b>\$375</b>
25% to county/ city/ township responsible for administering AB, in proportion to share of registered voters in the county.	12,000/20,000 = 60 percent  $.6 \times \$2,500 =$ <b>\$1,500</b>	8,000/20,000 = 40 percent  $.4 \times \$2,500 =$ <b>\$1,000</b>			
Total allocation	<b>\$7,500</b>	<b>\$2,000</b>		<b>\$500</b>	



# TIME TO GET LIT

We're thrilled to announce that the beloved Lighted Christmas Parade is returning to Madison this year on December 4th, and we want YOU to be part of the celebration! This magical event is a wonderful way to kick off the holiday season, bringing joy and holiday cheer to our entire community. We invite your organization to participate by creating a float that will light up the night as it travels through the heart of Madison.

## Event Details:

- **Date:** December 4th
- **Line-up Time:** 5:00 PM at the MMN Elementary School
- **Parade Start:** 5:30 PM
- **Route:** Downtown Madison

Joining the parade is a fantastic opportunity to share your holiday spirit with the community, showcase your creativity, and spread cheer! Whether your float represents your organization, promotes a cause, or simply celebrates the season, we'd love to see you there.

To register your float, please call Maynard Meyer at 320-598-7301. We encourage you to register early to help us with planning and organizing. Thank you for helping make this year's Lighted Christmas Parade unforgettable. We can't wait to see what you create!

-The Madison Area Chamber of Commerce





City of Madison, MN

# Expense Approval Report By Fund

Payment Dates 11/16/2024 - 11/21/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 101 - General</b>					
ARROWWOOD RESORT	DFT0000673	11/13/2024	ADMIN-LODGING EXP-VH	101-41320-331	189.63
ZIEGLER INC.	66927	11/20/2024	STR/ELEC-CHAINSAW	101-43100-240	345.00
MACDONALD & MACK ARCHI...	66914	11/20/2024	LIB-ROOF BIDDING	101-45500-409	1,290.86
MACDONALD & MACK ARCHI...	66914	11/20/2024	CTY HALL-BIDDING FIREHOUSE..	101-41940-409	2,065.36
VERIZON WIRELESS	66926	11/20/2024	UNALL-HOTSPOT 10/24	101-49250-380	40.01
LQP COUNTY RECORDER	66912	11/20/2024	CTY HALL-RECORDING FEE CTY...	101-41940-437	46.00
PIONEERLAND LIBRARY SYS.	66922	11/20/2024	LIB-QTRLY FUNDING-4TH QTR	101-45500-433	22,000.00
PANTRY CAFE	66920	11/20/2024	ELECTIONS-JUDGES MEAL	101-41410-192	40.41
LQP COUNTY SHERIFF	66913	11/20/2024	Police- 3rd & 4th Qtr Contract	101-42100-409	144,791.00
EXCEL OVERHEAD DOOR	66904	11/21/2024	STR-SHOP DOOR SEALS	101-43100-223	371.00
GREG THOLE ELECTRIC, INC	66908	11/21/2024	PARKS-WIRE NEW METER	101-45200-530	384.57
MADISON HARDWARE HANK	66916	11/21/2024	FIRE-PAINT/BRUSH FOR LETTE...	101-42200-223	30.82
HAWKINS INC.	66909	11/21/2024	POOL-CHLORINE CYLINDERS	101-45124-216	50.00
PIONEERLAND LIBRARY SYS.	66922	11/21/2024	LIB-DVD'S	101-45500-592	892.46
POSTMASTER	DFT0000686	11/21/2024	ADMIN-POSTAGE 2021 -941 T...	101-41320-322	10.24
LEIN LUMBER, LLC	66911	11/21/2024	CRDT-PARKS-RETURNED GRE...	101-45200-530	-51.29
FLAHERTY & HOOD, P.A.	66906	11/21/2024	ADMIN-LABOR & EMPLOYME...	101-41320-409	412.50
LEIN LUMBER, LLC	66911	11/21/2024	PARKS-EXTEND ELEC/WT HOO...	101-45200-530	153.87
LEIN LUMBER, LLC	66911	11/21/2024	PARKS-EXTEND WT/ELEC HOO...	101-45200-530	186.00
LEIN LUMBER, LLC	66911	11/21/2024	PARKS-BASEBALL SOFFIT REPA...	101-45200-223	11.12
LEIN LUMBER, LLC	66911	11/21/2024	STR-WOOD SCREWS	101-43100-215	26.47
FARM-RITE EQUIPMENT OF W...	66905	11/21/2024	STR-SKID LOADER REPAIR	101-43100-404	2,804.39
<b>Fund 101 - General Total:</b>					<b>176,090.42</b>
<b>Fund: 202 - SCDP Rev Loan Fund</b>					
JAMES LOZINSKI CONSTRUCTI...	10010	11/18/2024	SCDP Contractor Payment - Ha...	202-46320-442	22,600.00
DEVELOPMENT SERVICES INC	10009	11/18/2024	SCDP Contractor Payment - A...	202-46320-442	5,250.00
The Window Place LLC	10012	11/18/2024	SCDP Contractor Payment - Fr...	202-46320-442	11,330.90
Scarcely Ltd Property Services	10011	11/18/2024	SCDP Contractor Payment - E...	202-46320-442	1,100.00
<b>Fund 202 - SCDP Rev Loan Fund Total:</b>					<b>40,280.90</b>
<b>Fund: 211 - EDA Fund</b>					
RBM PUBLICATIONS	66923	11/20/2024	EDA-LITTLE EAGLES AD	211-46500-351	210.00
PANTRY CAFE	66920	11/20/2024	EDA-NOON MTG MEAL	211-46500-219	70.80
VAL HALVORSON	66925	11/21/2024	EDA-MTG MILEAGE REIMB 56...	211-46500-331	37.52
<b>Fund 211 - EDA Fund Total:</b>					<b>318.32</b>
<b>Fund: 601 - Water Fund</b>					
VERIZON WIRELESS	66926	11/20/2024	WT-TABLET SERVICE 10/24	601-49400-325	13.34
MN DEPARTMENT OF HEALTH	66918	11/20/2024	WT-OCT-DEC DW ACCESS	601-21651	1,931.00
FRONTIER COMMUNICATIONS...	66907	11/21/2024	WT-CIRCUIT 10/24	601-49400-321	43.43
MVTL LABORATORIES INC	66919	11/21/2024	WT-REGULAR TESTING	601-49400-409	27.75
HAWKINS INC.	66909	11/21/2024	WT-CHLORINE CYLINDER	601-49400-236	30.00
<b>Fund 601 - Water Fund Total:</b>					<b>2,045.52</b>
<b>Fund: 602 - Sewer Fund</b>					
MVTL LABORATORIES INC	66919	11/20/2024	SEW-REGULAR TESTING	602-49450-409	393.60
MVTL LABORATORIES INC	66919	11/20/2024	SEW-REGULAR TESTING	602-49450-409	166.20
VERIZON WIRELESS	66926	11/20/2024	SEW-TABLET SERVICE 10/24	602-49450-325	13.34
HAWKINS INC.	66909	11/21/2024	WT-AQUA HAWK	602-49450-216	592.00
HAWKINS INC.	66909	11/21/2024	SEW-CHLORINE & SULFUR DI...	602-49450-216	160.00
<b>Fund 602 - Sewer Fund Total:</b>					<b>1,325.14</b>
<b>Fund: 604 - Electric Fund</b>					
ZIEGLER INC.	66927	11/20/2024	STR/ELEC-CHAINSAW	604-49570-240	344.99
T & R ELECTRIC INC.	66924	11/20/2024	ELEC-THREE PHASE PAD MOU...	604-49570-581	18,703.13

## Expense Approval Report

Payment Dates: 11/16/2024 - 11/21/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
VERIZON WIRELESS	66926	11/20/2024	ELEC-TABLET 10/24	604-49570-325	13.33
				<b>Fund 604 - Electric Fund Total:</b>	<b>19,061.45</b>
<b>Fund: 609 - Liquor Fund</b>					
BELLBOY CORPORATION	66902	11/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	53.29
BELLBOY CORPORATION	66902	11/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	632.65
BELLBOY CORPORATION	66902	11/21/2024	LIQ-FREIGHT EXPENSE	609-49750-258	13.50
PAUSTIS & SONS	66921	11/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	1,016.00
PAUSTIS & SONS	66921	11/21/2024	LIQ-FREIGHT EXPENSE	609-49750-258	17.50
BEVERAGE WHOLESALERS	66903	11/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	1,906.00
BEVERAGE WHOLESALERS	66903	11/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	1,415.80
MADISON BOTTLING CO.	66915	11/21/2024	LIQ-BEER EXPENSE	609-49750-251	1,483.70
MADISON BOTTLING CO.	66915	11/21/2024	LIQ-BEER EXPENSE	609-49750-251	5,497.40
JOHNSON BROS-ST.PAUL	66910	11/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	2,502.08
JOHNSON BROS-ST.PAUL	66910	11/21/2024	LIQ-FREIGHT EXPENSE	609-49750-258	53.24
MADISON KIWANIS CLUB	66917	11/21/2024	LIQ-KIWANIS RADIO SHOW AD	609-49750-342	100.00
				<b>Fund 609 - Liquor Fund Total:</b>	<b>14,691.16</b>
				<b>Grand Total:</b>	<b>253,812.91</b>

## Report Summary

## Fund Summary

Fund	Expense Amount	Payment Amount
101 - General	176,090.42	176,090.42
202 - SCDP Rev Loan Fund	40,280.90	40,280.90
211 - EDA Fund	318.32	318.32
601 - Water Fund	2,045.52	2,045.52
602 - Sewer Fund	1,325.14	1,325.14
604 - Electric Fund	19,061.45	19,061.45
609 - Liquor Fund	14,691.16	14,691.16
<b>Grand Total:</b>	<b>253,812.91</b>	<b>253,812.91</b>

## Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-41320-322	POSTAGE	10.24	10.24
101-41320-331	TRAVEL/CONFERENCE E...	189.63	189.63
101-41320-409	CONTRACTUAL SERVICES	412.50	412.50
101-41410-192	OTHER PERSONNEL EXP...	40.41	40.41
101-41940-409	CONTRACTUAL SERVICES	2,065.36	2,065.36
101-41940-437	LICENSES & TAXES	46.00	46.00
101-42100-409	CONTRACTUAL SERVICES	144,791.00	144,791.00
101-42200-223	BUILDING REPAIR SUPPL...	30.82	30.82
101-43100-215	SHOP SUPPLIES	26.47	26.47
101-43100-223	BUILDING REPAIR SUPPL...	371.00	371.00
101-43100-240	MINOR TOOLS & EQUIP...	345.00	345.00
101-43100-404	EQUIPMENT M & R CON...	2,804.39	2,804.39
101-45124-216	LAB SUPPLIES/CHEMICA...	50.00	50.00
101-45200-223	BUILDING REPAIR SUPPL...	11.12	11.12
101-45200-530	CAP.OUTLAY(IMP.OTHER...	673.15	673.15
101-45500-409	CONTRACTUAL SERVICES	1,290.86	1,290.86
101-45500-433	DUES & SUBSCRIPTIONS	22,000.00	22,000.00
101-45500-592	CAPITAL OUTLAY (TAPES...	892.46	892.46
101-49250-380	UTILITY EXPENSE	40.01	40.01
202-46320-442	SCDP DISBURSEMENTS B...	40,280.90	40,280.90
211-46500-219	MISC. OPERATING SUPPL...	70.80	70.80
211-46500-331	TRAVEL/CONFERENCE E...	37.52	37.52
211-46500-351	PUBLICATIONS	210.00	210.00
601-21651	ACCRUED DW ASSESSM...	1,931.00	1,931.00
601-49400-236	CHLORINE	30.00	30.00
601-49400-321	TELEPHONE EXPENSE	43.43	43.43
601-49400-325	CELL PHONE EXPENSE	13.34	13.34
601-49400-409	CONTRACTUAL SERVICES	27.75	27.75
602-49450-216	LAB SUPPLIES/CHEMICA...	752.00	752.00
602-49450-325	CELL PHONE EXPENSE	13.34	13.34
602-49450-409	CONTRACTUAL SERVICES	559.80	559.80
604-49570-240	MINOR TOOLS & EQUIP...	344.99	344.99
604-49570-325	CELL PHONE EXPENSE	13.33	13.33
604-49570-581	CAPITAL OUTLAY (TRAN...	18,703.13	18,703.13
609-49750-251	LIQUOR	14,506.92	14,506.92
609-49750-258	FREIGHT EXPENSE	84.24	84.24
609-49750-342	ADVERTISING	100.00	100.00
<b>Grand Total:</b>		<b>253,812.91</b>	<b>253,812.91</b>

## Project Account Summary

Project Account Key	Expense Amount	Payment Amount
**None**	253,812.91	253,812.91
<b>Grand Total:</b>	<b>253,812.91</b>	<b>253,812.91</b>