

CITY OF MADISON
AGENDA AND NOTICE OF MEETING

Regular Meeting of the City Council – 5:00 PM
Monday September 8th, 2025
Madison Municipal Building

1. CALL THE REGULAR MEETING TO ORDER

Mayor Meyer 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 August 25th, 2025 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. License Advancement – MMUA Cross Training School – receive | Page 4 |
| B. Reserve and Capitol Project Balances – August 2025 – receive | Page 8 |
| C. Pooled Cash Report – August 2025 – receive | Page 7 |
| D. Water Plant Reports – August 2025 – receive | Page 10 |
| E. Madison Ambulance Meeting Minutes – August 26 th 2025 – receive | Page 12 |
| F. Liquor Store Report – August 2025 – receive | Page 14 |
| G. MDH Service Connection Fee Increase – receive | Page 18 |

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

6. UNFINISHED AND NEW BUSINESS

A. LqP County Sheriff Report – Sheriff Anderson. A DISCUSSION may be in order. (Manager, Council)

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B. Engineer Report – Kent Louwagie - BMI. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- C. Pay Application #8 – Musson Bros. Inc. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- D. Resolution 25-25 Accepting the offer of the MPFA to Purchase a General Obligation Water Revenue Note of 2025A. A DISCUSSION and MOTION may be in order. (Manager, Council)

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- E. Resolution 25-26 Local Housing Trust Fund Transfers. A DISCUSSION and MOTION may be in order. (Manager, Council)

- F. Preliminary Levy Public Hearing - September 22nd, 2025 6:00 p.m. A DISCUSSION and MOTION may be in order. (Manager, Council)

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

- H. 2026 Preliminary Budget Discussion. A DISCUSSION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

- Smart Energy Program
- Paid Family Medical Leave

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8. MAYOR/COUNCIL REPORTS (Mayor/Council)

- Chamber Agenda/Minutes – September 2025

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9. AUDITING CLAIM

A copy of the Expense Approval Report is submitted for August 25th, 2025 through September 8th, 2025 and is attached. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
AUGUST 25, 2025**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Maynard Meyer on Monday, August 25, at 5:04 p.m. in Council Chambers at City Hall. Councilmembers present were: Maynard Meyer, Tim Volk, Julie Stahl, and Paul Zahrbock. Also present were City Manager Val Halvorson, City Attorney Rick Stulz, and City Clerk Christine Enderson. Councilmember Adam Conroy was absent.

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 Volk, seconded by Zahrbock and carried, the August 11, 2025, regular meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

A citizen of the public was present to discuss his concern about golf cart use by individuals younger than 16 years old and the use at night time. He feels it is unsafe for the children driving and riding on the golf carts in addition to the vehicles driving on the road and not able to see the golf carts. City Manager Halvorson stated she will relay the message to the LqP Sheriff's Office to keep a closer eye out for those in violation of the ordinance. The citizen also brought up a concern regarding the tall red slide at Slen Park. In his opinion, the slide is hazardous. City Manager Halvorson said she will have someone look at it and evaluate from there.

CONSENT AGENDA

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

CITY COUNCIL CHECKLIST

City Council reviewed the checklist.

Sidewalks: City staff met with City Engineer Kent Louwagie and John Shain, Bolton & Menk GIS Specialist, and discussed the scope of the sidewalk project.

CITY ENGINEER UPDATE

City Engineer Kent Louwagie provided an update on city projects.

Slen Park Improvements: The DNR Grant Agreement was received and approved. It is recommended to advertise the project for bids in September.

Water Treatment Plant Project: The pre-construction meeting was held on July 14th. A construction start date has not been established.

Lead Service Line Inventory: A team of two Bolton & Menk staff will be going door to door this week to identify water service pipe material at those properties that are still unknown.

PAY APPLICATION – HEINRICH EXCAVATING AND HAULING

Upon motion by Zahrbock, seconded by Stahl and carried, the fourth pay application from Heinrich Excavating and Hauling for the Stormwater Pond Cleaning project was approved in the amount of \$6,472.90. This is the final pay application.

Upon motion by Zahrbock, seconded by Volk and carried, Council approved the change order from Heinrich Excavating and Hauling in the amount of \$16,691.90 for the Stormwater Pond Cleaning project. This change order revises the contract quantities to match the quantities of work completed on the project.

SLEN PARK IMPROVEMENT PROJECT – APPROVE ADVERTISING FOR BIDS

Upon motion by Stahl, seconded by Meyer and carried, Council authorized the advertisement for bids for the Slen Park Improvement Project. The completion date for the project would be summer 2026; however, bidders can decide if they want to perform some work this fall or wait until next year. If unfavorable bids are received, the project can be reviewed for potential revisions and re-bid in early 2026.

CITY MANAGER’S REPORT

Community Ed Meeting: The last meeting was held on August 12th. There was an update on summer programming as well as updates from Preschool, ECFE, STF/Asset Builders, and Kidstime.

Airport Commission: City Manager Halvorson provided an update on the meeting held on August 20th.

Congressional Direct Spending: A notice was provided that the City of Madison’s congressionally directed spending request for Westview Housing Development was included in the draft legislation reported by the Senate Appropriations Committee for \$2,370,000 in funding for the project. This Appropriations bill does not guarantee funding will be awarded. It must be included in the final Appropriations bill passed by both the House and Senate and signed by the President.

Housing Institute: A recap of the last Housing Institute session was provided. The session dove deeper into funding options like non-profit banks and tax credits.

Fair Booth: The City and EDA will have a fair booth again this year. A shift schedule was emailed out for volunteers to sign up.

SWIF Board: City Manager Halvorson had her SWIF Board orientation.

MAYOR/COUNCIL REPORTS

County Fair: MnDOT will have a booth at the fair this year to provide information on future projects in the area. Councilmembers brought up the idea to ask about the six-mile curve east of Madison and options to remedy that intersection.

First Avenue: There was discussion on when the First Avenue signs will be picked up now that the project is nearing completion. There was no known timeframe.

DISBURSEMENTS

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between August 12, 2025 and August 25, 2025. These disbursements include United Prairie Check Nos. 67991-68039. Debit card and ACH transaction were also approved as listed.

There being no further business, upon motion by Volk, seconded by Meyer and carried, meeting adjourned at 5:37 pm.

Maynard Meyer - Mayor

ATTEST:

Christine Enderson – City Clerk



404 6th Avenue
Madison, Minnesota 56256
P 320.598.7373
F 320.598.7376
E madison@ci.madison.mn.us
ci.madison.mn.us

Memo

To: Payroll
From: Val Halvorson, City Manager
CC: Maurice Wollschlager, City Council
Date: 8/28/2025
Re: One-Time Bonus – MMUA Cross Training School

Comments: Per Resolution 23-24 for employee one-time bonus for achieving license advancement, I am approving the one-time payment of \$1,000 for the license successfully obtained by Maurice Wollschlager.

Maurice has successfully completed the MMUA 2025 Cross Training School.

This license is not required in his job description but is a value and necessary to the operation of the city, and meets the requirements set forth in Resolution 23-24.

RECOMMENDATION:

Included with next payroll date a one-time bonus of \$1,000.00 to Maurice Wollschlager.



404 6th Avenue
Madison, Minnesota 56256
P 320.598.7373
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E madison@ci.madison.mn.us
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Memo

To: Payroll
From: Val Halvorson, City Manager
CC: Todd Erp, City Council
Date: 8/28/2025
Re: One-Time Bonus – MMUA Cross Training School

Comments: Per Resolution 23-24 for employee one-time bonus for achieving license advancement, I am approving the one-time payment of \$1,000 for the license successfully obtained by Todd Erp.

Todd has successfully completed the MMUA Cross Training School.

This license is not required in his job description but is a value and necessary to the operation of the city, and meets the requirements set forth in Resolution 23-24.

RECOMMENDATION:

Included with next payroll date a one-time bonus of \$1,000.00 to Todd Erp.

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

Balance Carried Over 12/31/2013

(For Details "Unhide" rows)

8/31/2025

| | | | | | | | | | | |
|----------------------------|--------------|-------------------|--------------|-------------------|--------------|-----------------|--------------|------------------|--------------|---------------------|
| Gen - Employee Health I | \$43,829.74 | Dec'21 Res-21-5 | -\$1,000.00 | Nov'24 Res24-40 | -\$2,000.00 | | | | | \$40,829.74 |
| Gen - Grand Theatre con | \$60,669.75 | Jul'24 Theater Pr | -\$61,315.16 | Aug'24 SWIF Th | \$9,930.52 | Aug'24 Walrave | -\$9,930.52 | Jul'25 Amundson | \$1,000.00 | \$354.59 |
| Gen - LqP Players - Form | \$1,000.00 | May'25 SWIF Do | \$500.00 | | | | | | | \$1,500.00 |
| Cont.-Res-Escrow-Fire Ir | \$0.18 | Feb'22 State Far | \$55,101.00 | May'22 Theilke re | -\$55,101.00 | May'22 Storm Es | \$12,330.94 | Jul'22 Reimb Sto | -\$12,330.94 | \$0.18 |
| cont Res-COVID-19 ARP | \$162,611.76 | Oct'22 Res22-41 | -\$90,000.00 | Nov'23 Res 23-4 | -\$22,000.00 | Nov'23 Res 23-4 | -\$20,000.00 | G-works Data Pu | -\$24,800.00 | \$5,811.76 |
| Res-Escrow-SS cont'd | \$6,700.00 | Sep'24 Kaytlin Av | \$3,000.00 | | | | | | | \$9,700.00 |
| Electric cont'd | \$159,924.45 | Nov'24 Res24-40 | \$40,000.00 | | | | | | | \$199,924.45 |
| Sanitation cont'd | \$84,763.51 | Nov'24 Res24-40 | \$40,000.00 | | | | | | | \$124,763.51 |
| Conduit Finance Funds - B | \$0.00 | November 2016 | \$25,000.00 | | | | | | | \$25,000.00 |
| Public Safety Aid | \$0.00 | Dec'23 State of N | \$66,472.00 | Nov'24 Res24-40 | -\$20,000.00 | | | | | \$46,472.00 |
| Housing Trust Fund | \$0.00 | Apr'25 LqP Co S | \$83,765.00 | | | | | | | \$83,765.00 |
| Reserved/Designated | | | | | | | | | | \$538,121.23 |
| Gen.Fund Misc. Transfers | \$60,999.56 | Dec'21 Res-21-3 | -\$50,000.00 | Dec'24 Ehlers Fi | -\$1,083.55 | | | | | \$9,916.01 |
| Interest Earned cont'd & A | \$59,191.32 | 2024 Interest Inc | \$22,232.07 | Dec'2024 Audit a | \$743.74 | | | | | \$82,167.13 |
| Unreserved/Undesig | | | | | | | | | | \$92,083.14 |
| | | | | | | | | | | \$630,204.37 |

Culture & Recreation Capital Project Fund Cash Account Numbers 420-10100 to 420-10113
8/31/2025

| | | | | | | | | | | |
|----------------------------|-------------|-------------------|-------------|------------------|-------------|-----------------|----------|--|--|---------------------|
| Parks cont'd | \$67,017.60 | Nov'24 Res24-40 | \$7,500.00 | Nov'24 Res24-40 | \$25,000.00 | May'25 Countrys | -\$30.00 | | | \$99,487.60 |
| Madison Arts Council cont | \$2,665.12 | Jul'25 D.Meyer re | -\$49.13 | Aug'25 D.Meyer r | -\$50.00 | | | | | \$2,565.99 |
| Skating Rink | \$2,714.03 | Jan'25 Ray's spo | -\$625.99 | Jan 25 Dunhams | -\$100.81 | | | | | \$1,987.23 |
| Reserved/Designated | | | | | | | | | | \$104,040.82 |
| Interest Earned | \$1,265.17 | Nov'23 xfer to Dc | -\$1,265.17 | Dec'2024 Audit a | \$216.76 | | | | | \$216.76 |
| Unreserved/Undesig | | | | | | | | | | \$216.76 |
| | | | | | | | | | | \$104,257.58 |

Building & Capital Equipment Fund Cash Account Numbers 425-10100 to 425-10113
8/31/2025

| | | | | | | | | | | |
|--------------------------------------|---------------|-------------------|--------------|-------------------|--------------|-----------------|-------------|------------------|-------------|---------------------|
| Administration con't | \$36,325.94 | Apr'25 CarpetsN | -\$1,900.00 | May'25Innovative | -\$7,073.82 | May'25 Thole El | -\$1,924.57 | | | \$25,427.55 |
| City Hall Project con't | -\$12,921.28 | Feb'25 MN Histo | \$36,005.00 | May'25 Old Work | -\$10,940.00 | Jul'25 Mac&Mac | -\$1,092.50 | Aug'25 Mac&Mac | -\$546.25 | \$10,504.97 |
| Fire Department con't | -\$372,925.26 | Jul25 USDA Loa | \$350,000.00 | Jul25 USDA Loa | \$50,000.00 | | | | | \$27,074.74 |
| Library Con't | \$31,156.74 | Jan 25 M&M Acc | -\$2,668.75 | Jan 25 Horizon F | -\$35,377.88 | Mar'25 USDA | \$32,261.09 | May'25 M&M Arcl | -\$4,942.50 | \$20,428.70 |
| Downtown Revitalization | \$0.00 | Dec'18 Res 19-1 | \$4,369.05 | Aug'21 xfer CIP I | -\$4,000.00 | Oct'22 Res22-41 | \$10,000.00 | Nov'23 Res 23-44 | \$10,000.00 | \$20,369.05 |
| Grand Theatre cont. form | \$22,192.56 | Dec'21 Res-21-5 | \$2,500.00 | Nov'22 Roof Co. | -\$5,000.00 | Nov'23 Res 23-4 | \$5,000.00 | | | \$24,692.56 |
| Public Works Building - NEW** | | | | | | | | | | \$0.00 |
| Reserved/Designated | | | | | | | | | | \$128,497.57 |
| Interest Earned | \$0.00 | 2024 Interest Inc | \$18,593.33 | Dec'2024 Audit a | -\$60.19 | | | | | \$18,533.14 |
| Unreserved/Undesig | | | | | | | | | | \$18,533.14 |
| | | | | | | | | | | \$147,030.71 |

Streets Capital Improvement Fund Cash Account Numbers 430-10100 to 430-10113
8/31/2025

| | | | | | | | | | | |
|----------------------------|-------------|-------------------|--------------|-------------------|--------------|------------------|------------|--|--|---------------------|
| Street Dept Cont'd | \$32,227.91 | Nov'24 Res24-40 | \$144,000.00 | Dec'24 Kamco cr | -\$50,650.00 | Jul'25 LGA Sma | \$9,663.00 | | | \$135,240.91 |
| Reserved/Designated | | | | | | | | | | \$135,240.91 |
| Interest Earned | | 2020 Int Allocati | \$78.27 | 2024 Interest Inc | \$2,910.74 | Dec'2024 Audit a | \$747.66 | | | \$3,736.67 |
| Unreserved/Undesig | | | | | | | | | | \$3,736.67 |
| | | | | | | | | | | \$138,977.58 |

Y:\Reserve & Capital Project Funds\Reserve & Cap Proj tracking worksheet.xlsx]8-31-2025

Total: \$1,020,470.24



Pooled Cash Report

City of Madison, MN

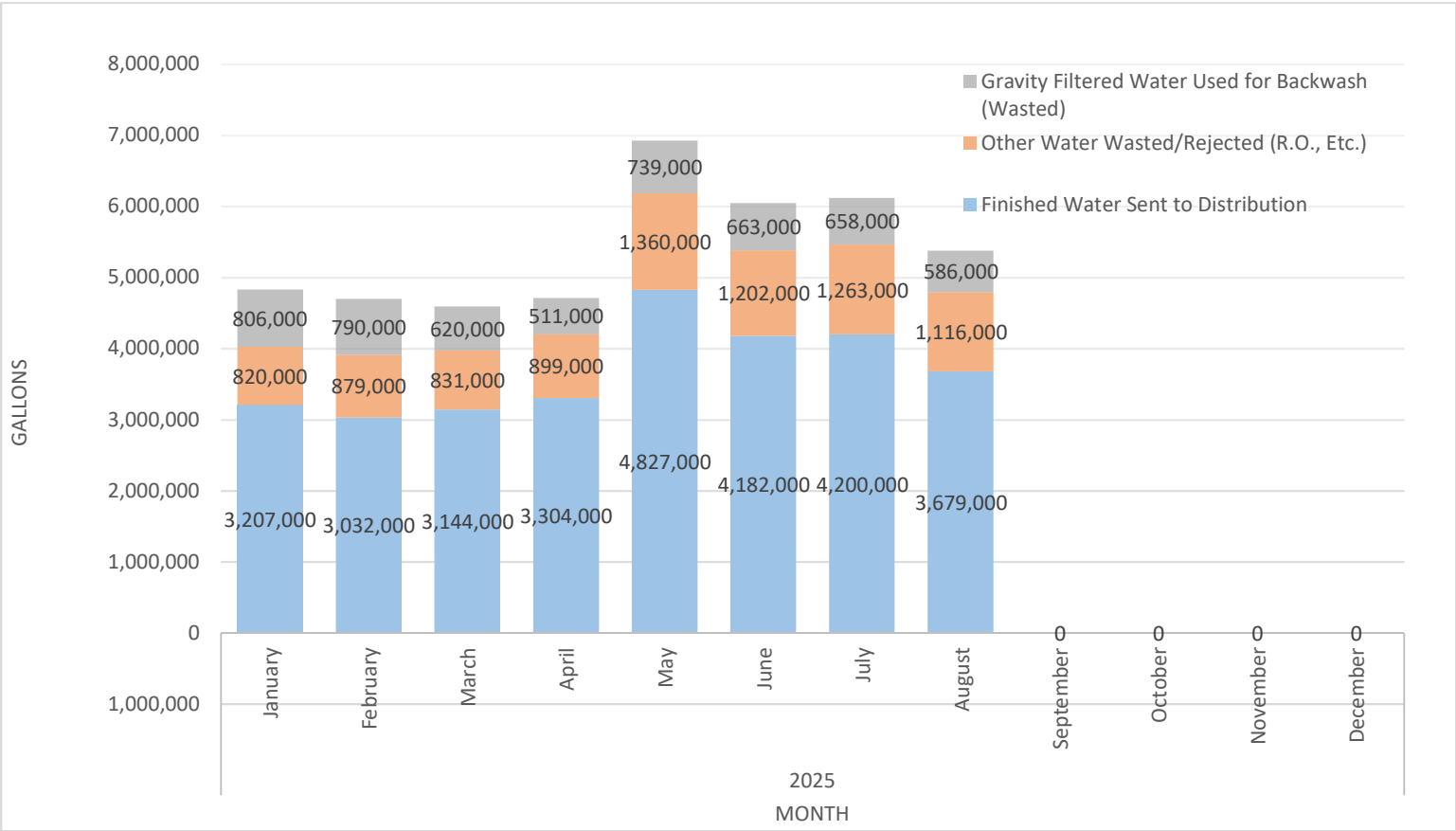
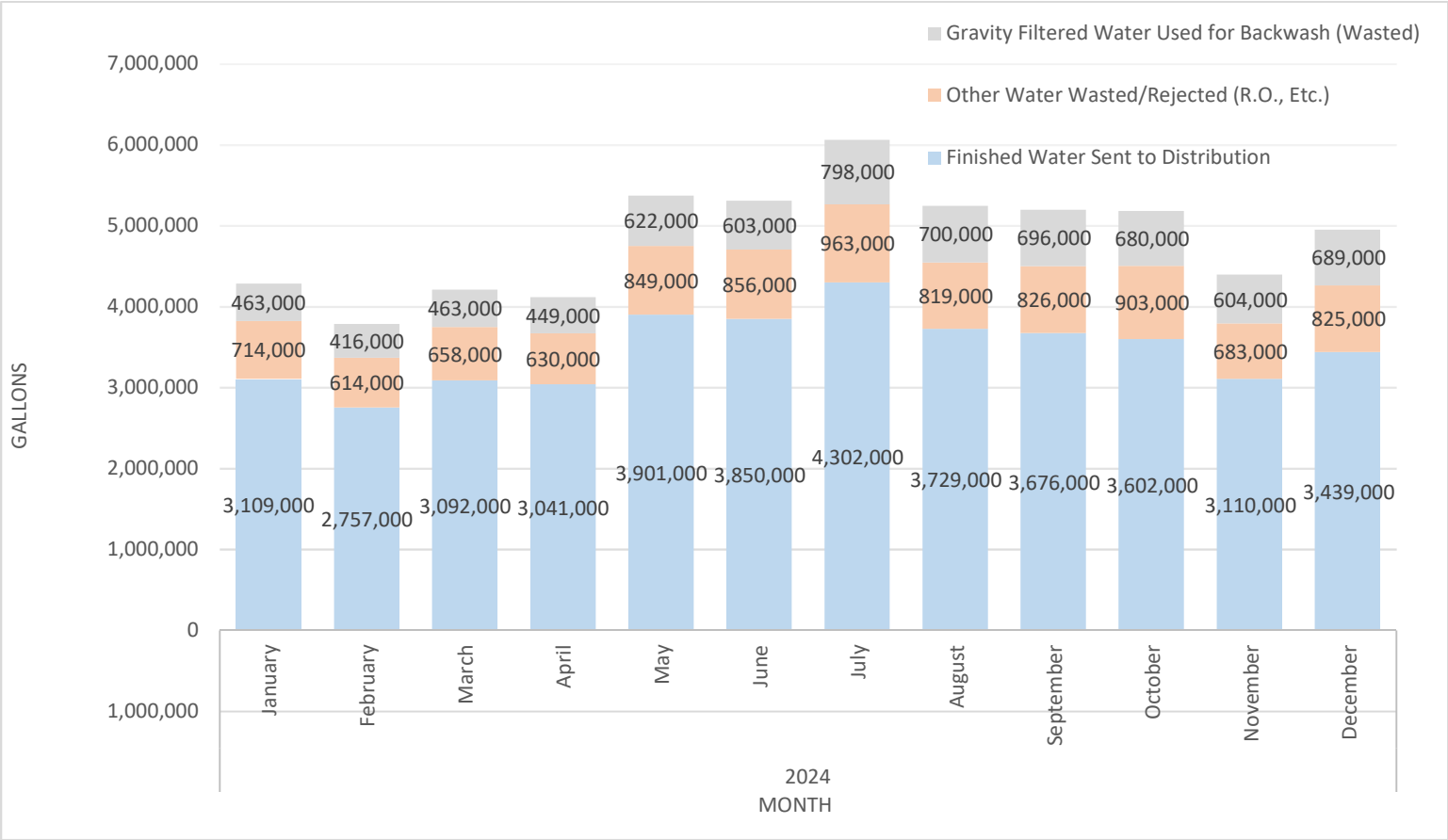
For the Period Ending 8/31/2025

| ACCOUNT # | ACCOUNT NAME | BEGINNING BALANCE | CURRENT ACTIVITY | CURRENT BALANCE |
|----------------------------------|---|----------------------|---------------------|---------------------|
| <u>CLAIM ON CASH</u> | | | | |
| 101-10110 | Claim On Cash - General | 1,070,818.95 | (217,960.80) | 852,858.15 |
| 201-10110 | Claim On Cash - Ambulance | 282,094.44 | (1,432.07) | 280,662.37 |
| 202-10110 | Claim On Cash - SCDP Rev Loan Fund | 34,805.04 | 2,149.92 | 36,954.96 |
| 211-10110 | Claim On Cash - EDA Fund | 170,176.64 | (4,738.84) | 165,437.80 |
| 212-10110 | Claim On Cash - EDA Rev Loan Fund | 81,402.72 | 1,001.67 | 82,404.39 |
| 225-10110 | Claim On Cash - Sewer System Replace Fund | 151,965.90 | 0.00 | 151,965.90 |
| 226-10110 | Claim on Cash - Water System Replace Fund | 16,918.54 | 0.00 | 16,918.54 |
| 350-10110 | Claim On Cash - IRP Debt Serv Fund | 175,730.04 | 0.00 | 175,730.04 |
| 351-10110 | Claim On Cash - 2015 GO Ref Debt Serv Fund | 52,938.78 | 0.00 | 52,938.78 |
| 353-10110 | Claim On Cash - 2016 GO Ref/WT Rev Debt Serv Fui | (112,645.97) | 0.00 | (112,645.97) |
| 401-10110 | Claim on Cash - WTP Project Fund | (208,837.70) | (22,338.00) | (231,175.70) |
| 404-10110 | Claim on Cash-Affordable Housing Project Fund | (7,209.00) | (3,231.75) | (10,440.75) |
| 407-10110 | Claim On Cash - Utility Extension Project Fund | (3,349.63) | (9,936.61) | (13,286.24) |
| 410-10110 | Claim on Cash - 2024 DNR Outdoor Rec-Slen Park Ir | 51,404.88 | (627.50) | 50,777.38 |
| 411-10110 | Claim on Cash-North Fairway View Ext Project Fund | (7,209.00) | (3,231.75) | (10,440.75) |
| 420-10110 | Claim On Cash - Culture & Rec Capital Fund | 104,307.58 | (50.00) | 104,257.58 |
| 425-10110 | Claim On Cash - Bldg & Capital Fund | 147,576.96 | (546.25) | 147,030.71 |
| 430-10110 | Claim On Cash - Streets Capital Fund | 138,977.58 | 0.00 | 138,977.58 |
| 601-10110 | Claim On Cash - Water Fund | 270,981.60 | 64,987.02 | 335,968.62 |
| 602-10110 | Claim On Cash - Sewer Fund | 212,959.55 | 34,241.93 | 247,201.48 |
| 603-10110 | Claim On Cash - Sanitation | 159,501.73 | (11,050.72) | 148,451.01 |
| 604-10110 | Claim On Cash - Electric Fund | 2,461,597.76 | 22,669.62 | 2,484,267.38 |
| 605-10110 | Claim on Cash - Storm Sewer Fund | 69,432.50 | 7,606.16 | 77,038.66 |
| 609-10110 | Claim On Cash - Liquor Fund | 173,307.58 | (10,604.10) | 162,703.48 |
| 614-10110 | Claim On Cash - Eastview Fund | 359,363.49 | (5,098.10) | 354,265.39 |
| 851-10110 | Claim On Cash - Reserve Fund | 630,204.37 | 0.00 | 630,204.37 |
| TOTAL CLAIM ON CASH | | <u>6,477,215.33</u> | <u>(158,190.17)</u> | <u>6,319,025.16</u> |
| <u>CASH IN BANK</u> | | | | |
| Cash in Bank | | | | |
| 999-10101 | Cash In Bank-UP, UP-ICS & ONB | 585,212.56 | (209,309.27) | 375,903.29 |
| 999-10104 | Cash In Bank-UP SCDP | 34,805.04 | 2,149.92 | 36,954.96 |
| 999-10105 | Cash In Bank-UP MEDA | 81,402.72 | 1,001.67 | 82,404.39 |
| 999-10106 | Cash In Bank-Ehlers | 5,775,795.01 | 47,967.51 | 5,823,762.52 |
| TOTAL: Cash in Bank | | <u>6,477,215.33</u> | <u>(158,190.17)</u> | <u>6,319,025.16</u> |
| Wages Payable | | | | |
| 999-22303 | Wages Payable | 0.00 | 0.00 | 0.00 |
| TOTAL: Wages Payable | | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| TOTAL CASH IN BANK | | <u>6,477,215.33</u> | <u>(158,190.17)</u> | <u>6,319,025.16</u> |
| <u>DUE TO OTHER FUNDS</u> | | | | |
| 999-22301 | Due To Other Funds | 6,477,215.33 | (158,190.17) | 6,319,025.16 |
| TOTAL DUE TO OTHER FUNDS | | <u>6,477,215.33</u> | <u>(158,190.17)</u> | <u>6,319,025.16</u> |

| ACCOUNT # | ACCOUNT NAME | | BEGINNING BALANCE | CURRENT ACTIVITY | CURRENT BALANCE |
|---------------|--------------|--------------------|----------------------|---------------------|--------------------|
| Claim on Cash | 6,319,025.16 | Claim on Cash | 6,319,025.16 | Cash in Bank | 6,319,025.16 |
| Cash in Bank | 6,319,025.16 | Due To Other Funds | 6,319,025.16 | Due To Other Funds | 6,319,025.16 |
| Difference | 0.00 | Difference | 0.00 | Difference | 0.00 |

| ACCOUNT # | ACCOUNT NAME | BEGINNING BALANCE | CURRENT ACTIVITY | CURRENT BALANCE | |
|--------------------------------|--------------------------|----------------------|---------------------|----------------------|----------|
| ACCOUNTS PAYABLE PENDING | | | | | |
| 101-22300 | Accounts Payable Pending | (221.88) | 96.91 | (124.97) | |
| 201-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 202-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 211-22300 | Accounts Payable Pending | 0.00 | (193.84) | (193.84) | |
| 212-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 225-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 350-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 351-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 353-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 404-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 407-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 411-22300 | AP Pending | 0.00 | 0.00 | 0.00 | |
| 420-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 425-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 430-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 601-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 602-22300 | Accounts Payable Pending | (70.42) | (382.30) | (452.72) | |
| 603-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 604-22300 | Accounts Payable Pending | 0.00 | (72.54) | (72.54) | |
| 605-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 609-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 614-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| 851-22300 | Accounts Payable Pending | 0.00 | 0.00 | 0.00 | |
| TOTAL ACCOUNTS PAYABLE PENDING | | (292.30) | (551.77) | (844.07) | |
| DUE FROM OTHER FUNDS | | | | | |
| 999-22302 | Due From Other Funds | 292.30 | 551.77 | 844.07 | |
| TOTAL DUE FROM OTHER FUNDS | | 292.30 | 551.77 | 844.07 | |
| ACCOUNTS PAYABLE | | | | | |
| 999-20201 | Accounts Payable | (292.30) | (551.77) | (844.07) | |
| TOTAL ACCOUNTS PAYABLE | | (292.30) | (551.77) | (844.07) | |
| AP Pending | (844.07) | AP Pending | (844.07) | Due From Other Funds | (844.07) |
| Due From Other Funds | (844.07) | Accounts Payable | (844.07) | Accounts Payable | (844.07) |
| Difference | 0.00 | Difference | 0.00 | Difference | 0.00 |

City of Madison Well Gallons Pumped and Use 2024 and 2025



Water Treatment Facility - City of Madison, MN

Monthly Summary

For the month ended: **August 31, 2025**

Water Treatment Plant - Pump Hours and Gallons

| Pump Description | End Hour Meter Reading | Start Hour Meter Reading | Hours Pumped | End Gallon Meter Reading | Start Gallon Meter Reading | Gallons Pumped (Reading x1000) | Notes |
|--------------------|------------------------|--------------------------|--------------|--------------------------|----------------------------|--------------------------------|-------|
| Well #1 | 442 | 442 | - | 7,181,000 | 7,181,000 | - | |
| Well #2 | 27,670 | 27,445 | 226 | 2,274,831 | 2,269,450 | 5,381,000 | |
| High Service #1 | 31,959 | 31,875 | 84 | N/A | N/A | N/A | |
| High Service #2 | 19,264 | 19,178 | 86 | N/A | N/A | N/A | |
| High Service Total | N/A | N/A | 170 | 1,389,993 | 1,386,314 | 3,679,000 | |
| Membrane Feed Pump | 23,482 | 23,285 | 197 | 1,495,718 | 1,491,243 | 4,475,000 | |
| Backwash Pump | 10,504 | 10,485 | 19 | 309,432 | 308,846 | 586,000 | |

***End meter readings are the first of the month following the month being reported. Start meter readings are the first of the month being reported*

Gallons Used/Wasted Information

| Description | Gallons (Metered) | Est. Gallons (Non-metered) | Notes |
|--|-------------------|----------------------------|------------------------------------|
| Overhead Fill Line (@ WTP) | | | |
| City Usage | N/A | N/A | =estimate based on tank filled |
| Customer Usage | N/A | N/A | =estimate based on tank filled |
| Subtotals for Overhead Fill Line | N/A | 10,100 | |
| ----Total Overhead Fill Line Usage-----> | | 10,100 | |
| Hydrant Usage | | | |
| Flushing | N/A | N/A | est. based on 2.5" ID * mins * psi |
| City Usage (Internal) | 7,000 | N/A | |
| Customer Usage (External) | 3,700 | N/A | |
| Subtotals for Hydrant Usage | 10,700 | - | |
| ----Total Hydrant Usage-----> | | 10,700 | |
| Gallons Wasted/Rejected: | | | Notes/Assumptions |
| Gallons to Waste (filter to waste) | N/A | 76,570 | =(minutes to waste * well gpm) |
| Gallons to Waste (detention tank) | N/A | 10,168 | =(gpm*#valves*#days*#minutes) |
| Gallons Rejected/Wasted (R.O.) | N/A | 1,181,400 | =avg. gpm rejected by R.O. |
| ----Total Gallons Wasted/Rejected-----> | N/A | 1,268,138 | |
| Other | | | |
| WTP Internal Usage (East Wall Meter) | 28,027 | N/A | |
| East Pump House | 8,431 | N/A | |

Chemicals & Supplies Information

| Description | Units | Quantity Used (during month) | YTD Quantity Used | Cost/Unit | Cost (month ended) | YTD Cost | Quantity on Hand (month ended) | Notes |
|---|--------|------------------------------|-------------------|-----------|--------------------|--------------|--------------------------------|-------|
| Chemicals/Products Used in Production: | | | | | | | | |
| Anti-Scalant | gal. | 33 | 270 | \$ 53.71 | \$ 1,759.00 | \$ 14,620.46 | | |
| Aqua Hawk 127 (Coagulant) | gal. | 28 | 225 | \$ 14.31 | \$ 400.68 | \$ 3,311.17 | | |
| Aqua Hawk 9937 (Polymer) | gal. | - | - | \$ - | \$ - | \$ - | | |
| Sodium Hydroxide 30% | gal. | 59 | 552 | \$ 9.99 | \$ 589.41 | \$ 5,508.55 | | |
| Chlorine | lbs. | 363 | 2,835 | \$ 1.72 | \$ 624.36 | \$ 4,882.31 | | |
| Fluoride | gal. | 4 | 98 | \$ 7.93 | \$ 29.74 | \$ 777.37 | | |
| Filters for R.O. System | 20/pkg | - | 6 | \$ 313.20 | \$ - | \$ 1,873.85 | | |
| Nuclear 7768 (Polymer) | gal. | 4 | 29 | \$ 51.84 | \$ 182.91 | \$ 1,452.79 | | |
| Polyphosphate | gal. | 56 | 455 | \$ 18.93 | \$ 1,060.08 | \$ 8,518.78 | | |
| Potassium Permanganate | lbs. | 66 | 954 | \$ 5.07 | \$ 333.35 | \$ 4,835.62 | | |
| Sodium Bisulfite | lbs. | 10 | 76 | \$ 1.52 | \$ 14.82 | \$ 116.77 | | |
| Other Chemicals/Products: | | | | | | | | |
| Aqua Hawk 350 Polymer Cleaner | gal. | - | - | \$ - | \$ - | \$ - | | |
| Granular Chlorine | lbs. | - | - | \$ - | \$ - | \$ - | | |
| Hydrochloric Acid | gal. | - | - | \$ - | \$ - | \$ - | | |
| Caustic Soda 30% | gal. | - | - | \$ - | \$ - | \$ - | | |
| XXX Cleaner P111 | lbs. | - | - | \$ 8.40 | \$ - | \$ - | | |
| XXX Cleaner P303 | lbs. | - | - | \$ 7.92 | \$ - | \$ - | | |
| XXX Cleaner P703 | lbs. | - | - | \$ - | \$ - | \$ - | | |
| XXX Cleaner XXX X XX | gal. | - | - | \$ - | \$ - | \$ - | | |
| Additional Chemicals/Products (or new): | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Madison Ambulance Service

August 26th, 2025

Call to Order: 19:45pm

Attendance: Attendance Taken

Approval of the Last Meeting Minutes: Approved as read

Treasurer Report: \$2067 pager check went through

Training Officers Report: Helmet training at LQP tonight 8/26. VA training-there is a card on the board with the information to do a VA Report. Brittany will do a VA training in Sept along with documentation training from our billing company.

Run Review: Distance on calls-can you go to their hospital of choice? Or is nearest facility? Discussed.

Old Business:

- Make sure to always mark as emergent (Transport information and scene response) even for transfers – if not, insurance does not pay or need lots of more information. Non-emergent would be planned transfers such as hospice, etc.
- If going to other hospitals, please get face sheet from them. Try to get at the time instead of later on.
- Paper Signature forms - use appropriate form (patient, patient rep, refusal, EMT, receiving) to obtain signatures in event the computer is not working. Information on these is exactly what is in the MN Elite and can be scanned if prior to billing. Can't be scratch paper. Needs to be the appropriate piece of paper with HIPAA statement on it. Try to get patient/patient rep to sign each time. Make sure we are posting runs when they are complete or incomplete.
- We can bill and get paid for helicopter transfers – this is from billing guy. Need to make sure that we get primary complaint, signatures from pt and flight crew, what flight crew, and destination. Vitals can be obtained from nursing or flight staff. Need to complete this like it is a regular 911 run.
- New Ambulance – Slated for summer of 2026 build; may move up as they have increased production by 50% in the last 2 years. No new updates.

New Business:

- Still doing good with Narratives. Keep it up!
- Football and CC coverage. Please sign up. 1 change: 9/26 to 10/7 d/t races on 9/26. Sign up on the board, they are also in Sling. Note times. Make sure helmet kit in 401.
- Please start sending run review again. E-mail got fixed on 400. Start sending the EGold Faxes again. Trauma always needs to have a run report.
- Dawn Bjorgan – New applicant that was interview. Vote passes to vote Dawn onto the Ambulance.

- Payroll submitted last week- Should have received this week. Direct deposit you get an email to log in and see the stub.

Motion to Adjourn: M: Peter 2nd: Kelly

Rig Inspection/Hall Duties:

Next Meeting: September 23rd, 2025 @ 6:00 pm

Memo

To: City Administrator & City Council

From: Dale Hiepler, Liquor Store Manager

Date: 9/5/2025

Re: August Sales

Sales for August were \$41,105 compared to \$45,641 last year, a \$4,536 decrease. For the year, we show sales of \$312,924 compared to \$325,174 last year; a \$12,250 decrease.

One of the reasons, for the decrease this year is that we had one less sales day this year, in which we did \$1,798 in sales last year.

I see a number of factors contributing to the decrease in sales this year. My reps have said that sales are down in almost all of their accounts due to the general state of the economy. People are worried about what is going on in the country. Everyone seems to be tightening their belts.

As we look at our customer base,(the farmer), we see that prices of corn have fallen by 50% from the peak of 2022. In that same time period, bean prices have fallen 40%. The uncertainty of the economy will be a driving force for the near future.



City of Madison, MN

Prior-Year Comparative Income Statement

Account Summary

For the Period Ending 08/31/2025

Fund: 609 - Liquor Fund

Revenue

| | 2024 Aug. Activity | 2025 Aug. Activity | Aug. Variance Favorable / (Unfavorable) | Variance % | 2024 YTD Activity | 2025 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|---|-----------------------|-----------------------|---|---------------|----------------------|----------------------|--|---------------|
| 609-37811 OFF SALE LIQUOR | 17,277.49 | 16,296.00 | -981.49 | -5.68% | 134,212.19 | 124,729.18 | -9,483.01 | -7.07% |
| 609-37812 OFF SALE BEER | 27,053.90 | 23,790.34 | -3,263.56 | -12.06% | 182,773.05 | 180,318.84 | -2,454.21 | -1.34% |
| 609-37814 MIX, ICE, ETC. | 1,310.25 | 1,019.23 | -291.02 | -22.21% | 8,188.94 | 7,876.30 | -312.64 | -3.82% |
| Revenue Total: | 45,641.64 | 41,105.57 | -4,536.07 | -9.94% | 325,174.18 | 312,924.32 | -12,249.86 | -3.77% |

Expense

| | | | | | | | | |
|---|------------------|------------------|------------------|----------------|-------------------|-------------------|-----------------|--------------|
| 609-49750-103 PART-TIME WAGES | 4,433.51 | 4,894.76 | -461.25 | -10.40% | 36,506.46 | 41,020.97 | -4,514.51 | -12.37% |
| 609-49750-121 PERA CONTRIBUTIONS (CITY) | 192.17 | 225.18 | -33.01 | -17.18% | 1,680.31 | 1,845.53 | -165.22 | -9.83% |
| 609-49750-122 FICA CONTRIBUTIONS (CITY) | 339.02 | 374.44 | -35.42 | -10.45% | 2,913.37 | 3,138.04 | -224.67 | -7.71% |
| 609-49750-131 HEALTH INSURANCE (CITY) | 306.60 | 308.48 | -1.88 | -0.61% | 2,455.60 | 2,467.84 | -12.24 | -0.50% |
| 609-49750-151 WORKERS COMPENSATION INSURAN... | 0.00 | 0.00 | 0.00 | 0.00% | 1,797.00 | 1,196.00 | 601.00 | 33.44% |
| 609-49750-201 OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00% | 79.12 | 139.15 | -60.03 | -75.87% |
| 609-49750-210 OPERATING SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00% | 771.34 | 156.47 | 614.87 | 79.71% |
| 609-49750-219 MISC. OPERATING SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00% | 0.00 | 258.10 | -258.10 | 0.00% |
| 609-49750-251 LIQUOR | 36,119.89 | 39,751.51 | -3,631.62 | -10.05% | 235,973.27 | 221,170.66 | 14,802.61 | 6.27% |
| 609-49750-258 FREIGHT EXPENSE | 152.91 | 181.80 | -28.89 | -18.89% | 1,506.05 | 1,486.26 | 19.79 | 1.31% |
| 609-49750-320 BILLING/ADMIN EXPENSE | 0.00 | 350.67 | -350.67 | 0.00% | 0.00 | 2,805.36 | -2,805.36 | 0.00% |
| 609-49750-321 TELEPHONE EXPENSE | 45.34 | 0.00 | 45.34 | 100.00% | 407.34 | 342.54 | 64.80 | 15.91% |
| 609-49750-323 INTERNET SERVICE | 99.95 | 99.95 | 0.00 | 0.00% | 799.60 | 799.60 | 0.00 | 0.00% |
| 609-49750-342 ADVERTISING | 284.00 | 446.25 | -162.25 | -57.13% | 2,962.50 | 2,472.25 | 490.25 | 16.55% |
| 609-49750-362 PROPERTY INSURANCE | 0.00 | 0.00 | 0.00 | 0.00% | 1,398.00 | 1,378.00 | 20.00 | 1.43% |
| 609-49750-364 DRAM SHOP INSURANCE | 0.00 | 0.00 | 0.00 | 0.00% | 529.00 | 540.00 | -11.00 | -2.08% |
| 609-49750-380 UTILITY EXPENSE | 546.23 | 642.12 | -95.89 | -17.55% | 3,510.22 | 3,822.67 | -312.45 | -8.90% |
| 609-49750-401 BUILDING M & R CONTRACT | 63.98 | 0.00 | 63.98 | 100.00% | 1,062.22 | 850.96 | 211.26 | 19.89% |
| 609-49750-409 CONTRACTUAL SERVICES | 832.88 | 1,151.49 | -318.61 | -38.25% | 5,119.91 | 7,571.99 | -2,452.08 | -47.89% |
| 609-49750-423 OFFICE EQUIP. DEPRECIATION | 6.94 | 119.76 | -112.82 | -1,625.65% | 465.49 | 958.08 | -492.59 | -105.82% |
| 609-49750-424 BUILDING DEPRECIATION | 77.86 | 77.86 | 0.00 | 0.00% | 672.16 | 622.88 | 49.28 | 7.33% |
| 609-49750-433 DUES & SUBSCRIPTIONS | 0.00 | 0.00 | 0.00 | 0.00% | 550.00 | 1,026.00 | -476.00 | -86.55% |
| Expense Total: | 43,501.28 | 48,624.27 | -5,122.99 | -11.78% | 301,158.96 | 296,069.35 | 5,089.61 | 1.69% |

| | | | | | | | | |
|------------------------------------|-----------------|------------------|------------------|-----------------|------------------|------------------|------------------|----------------|
| Fund 609 Surplus (Deficit): | 2,140.36 | -7,518.70 | -9,659.06 | -451.28% | 24,015.22 | 16,854.97 | -7,160.25 | -29.82% |
| Total Surplus (Deficit): | 2,140.36 | -7,518.70 | -9,659.06 | -451.28% | 24,015.22 | 16,854.97 | -7,160.25 | -29.82% |

Prior-Year Comparative Income Statement

For the Period Ending 08/31/2025

Group Summary

| Account Typ... | 2024 Aug. Activity | 2025 Aug. Activity | Aug. Variance Favorable / (Unfavorable) | Variance % | 2024 YTD Activity | 2025 YTD Activity | YTD Variance Favorable / (Unfavorable) | Variance % |
|------------------------------------|-----------------------|-----------------------|---|-----------------|----------------------|----------------------|--|----------------|
| Fund: 609 - Liquor Fund | | | | | | | | |
| Revenue | 45,641.64 | 41,105.57 | -4,536.07 | -9.94% | 325,174.18 | 312,924.32 | -12,249.86 | -3.77% |
| Expense | 43,501.28 | 48,624.27 | -5,122.99 | -11.78% | 301,158.96 | 296,069.35 | 5,089.61 | 1.69% |
| Fund 609 Surplus (Deficit): | 2,140.36 | -7,518.70 | -9,659.06 | -451.28% | 24,015.22 | 16,854.97 | -7,160.25 | -29.82% |
| Total Surplus (Deficit): | 2,140.36 | -7,518.70 | -9,659.06 | -451.28% | 24,015.22 | 16,854.97 | -7,160.25 | -29.82% |

| Fund | 2024 | 2025 | Aug. Variance | | 2024 | 2025 | YTD Variance | |
|--------------------------|---------------|---------------|------------------------------|------------|--------------|--------------|------------------------------|------------|
| | Aug. Activity | Aug. Activity | Favorable / (Unfavorable) | Variance % | YTD Activity | YTD Activity | Favorable / (Unfavorable) | Variance % |
| 609 - Liquor Fund | 2,140.36 | -7,518.70 | -9,659.06 | -451.28% | 24,015.22 | 16,854.97 | -7,160.25 | -29.82% |
| Total Surplus (Deficit): | 2,140.36 | -7,518.70 | -9,659.06 | -451.28% | 24,015.22 | 16,854.97 | -7,160.25 | -29.82% |



DATE: August 15, 2025
TO: Community Water Supply Financial/Accounting Officials
FROM: Chris Elvrum, Manager
Drinking Water Protection Section
Minnesota Department of Health
SUBJECT: Service Connection Fee Increase

The 2025 Minnesota Legislature passed a law that amends Minnesota Statute 144.3831 to increase the safe drinking water service connection fee. Effective January 1, 2026, the fee will be \$15.22 per water service connection, per year. This is the annual service connection fee you have been charging your drinking water system customers and passing through to the Minnesota Department of Health (MDH) since the fee was established in 1993 under Minnesota Statute 144.3831 to help provide safe drinking water everywhere in Minnesota.

Revenue from this fee is used to fund activities of MDH's Drinking Water Protection program related to training and supporting public water systems, to help maintain compliance with the federal Safe Drinking Water Act (SDWA) and protect the health of all Minnesotans. Some of these activities include sanitary surveys, sample collection and analysis, compliance determination, source water protection, enforcement, and various technical assistance and training services.

This fee increase accounts for the significant inflation that has occurred since the last increase, as well as expectations for continued expansion of federal regulations, increased laboratory costs for testing, drinking water data system improvements, and numerous changes in the SDWA including new rules and enforcement requirements that have both occurred and are being phased in over the next few years.

The invoice you will receive from MDH for the January through March 2026 billing period will reflect the change in the fee. We are alerting you to this change now so you can account for the change in your annual budget planning, and to notify residents accordingly. MDH recognizes that \$15.22 is not divisible by 12 equal monthly payments or 4 equal quarterly payments. The Minnesota Legislature passed the fee amount, and it cannot be changed except by the Legislature. For utilities that bill monthly or quarterly, this may result in varying amounts on bills, and we apologize for any additional administrative work this may cause.

We appreciate your continued partnership in providing safe and sufficient drinking water for everyone, everywhere in Minnesota.

If you have any questions about the fee, please contact me.

Minnesota Department of Health
Drinking Water Protection Section
625 North Robert Street
PO Box 64975
St. Paul, MN 55164-0975
651-201-4700
health@state.mn.us
www.health.state.mn.us

To obtain this information in a different format, call: 651-201-4700. Printed on recycled paper.



Real People. Real Solutions.

MEMORANDUM

Date: September 4, 2025
To: Honorable Mayor Meyer and City Council
From: Kent Louwagie, City Engineer
Subject: Project Updates
City of Madison, MN
Project No.: 24X.137207.000

Updates on city projects are provided below.

1. 2023 Infrastructure Improvements

Work on this project is generally completed. We are waiting for the contractor to re-seed some areas.

2. 2023 Sanitary Sewer Rehabilitation

Pay Application #8 is included in the council packet for approval. We are waiting for the contractor to provide pricing for the excavation repairs to be completed in 2026.

3. Slen Park Improvements

Bids will be accepted for this project on October 2nd. The bidding documents require the work to be substantially completed by August 1, 2026, and ready for final payment by October 1, 2026.

4. Water Treatment Plant Improvement Project

We are coordinating with the contractor regarding submittals and equipment lead time. A construction start date has not yet been established. Document processing for PFA funding is underway. The funding for this project consists of approximately \$1,463,000 in loan and \$5,852,000 in grant.

5. Lead Service Line (LSL) Inventory

We've started working on the next phase of the lead service line inventory. There were about 500 properties of unknown pipe material on the customer side of the water service. The cost associated with this is covered by a grant from the Minnesota Department of Health.



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

September 4, 2025

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

RE: 2023 Sanitary Sewer Rehabilitation
City of Madison, Minnesota
Project No.: 0W1.125959

Dear Val:

Enclosed please find Contractor's Application for Payment No. 8 for the 2023 Sanitary Sewer Rehabilitation project. This application includes payment for work completed on the project through September 1, 2025. The contractor also requested that the 5% retainage be reduced to 2.5% for work completed to date, which is allowed per the contract. We have reviewed the Application for Payment and recommend payment in the amount of \$56,003.05 to Musson Bros., Inc.

Upon approval, send a signed copy with payment to:
Musson Bros., Inc.
1522 Pearl Street
Waukesha, WI 53186

Please send me a signed copy as well for the project file.

Please contact me at Kent.Louwagie@bolton-menk.com or 320-905-5446 if you have any questions or concerns.

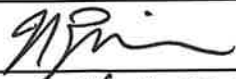



Sincerely,

Bolton & Menk, Inc.

Kent Louwagie, P.E.
City Engineer

Enclosures

Contractor's Application for Payment

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|--------------------------------|--------------|---|-----------------|--|---------------|--------------|--|--|--------------|--------------------------------------|----------|--|--------------|--|---------------|---------------------------|---------------|--------------------------------|--------------|---|---------------|
| Owner: <u>City of Madison</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>Musson Bros. Inc.</u> Project: <u>2023 Sanitary Sewer Rehabilitation</u> Contract: <u>2023 Sanitary Sewer Rehabilitation</u> | Owner's Project No.: _____ Engineer's Project No.: <u>OW1.125959</u> Agency's Project No.: _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| Application No.: <u>8</u> Application Date: <u>9/1/2025</u> | | | | | | | | | | | | | | | | | | | | | | | | | |
| Application Period: <u>From</u> <u>5/31/2025</u> <u>to</u> <u>9/1/2025</u> | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 60%;">1. Original Contract Price</td><td style="width: 40%; text-align: right;">\$ 1,438,429.00</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$ 44,882.00</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$ 1,483,311.00</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td><td style="text-align: right;">\$ 969,021.75</td></tr><tr><td>5. Retainage</td><td></td></tr><tr><td> a. <u>2.5%</u> X \$ <u>969,021.75</u> Work Completed</td><td style="text-align: right;">\$ 24,225.54</td></tr><tr><td> b. _____ X \$ _____ Stored Materials</td><td style="text-align: right;">\$ _____</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$ 24,225.54</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$ 944,796.21</td></tr><tr><td>7. Less previous payments</td><td style="text-align: right;">\$ 888,793.16</td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$ 56,003.05</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5c)</td><td style="text-align: right;">\$ 538,514.79</td></tr></table> | | 1. Original Contract Price | \$ 1,438,429.00 | 2. Net change by Change Orders | \$ 44,882.00 | 3. Current Contract Price (Line 1 + Line 2) | \$ 1,483,311.00 | 4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total) | \$ 969,021.75 | 5. Retainage | | a. <u>2.5%</u> X \$ <u>969,021.75</u> Work Completed | \$ 24,225.54 | b. _____ X \$ _____ Stored Materials | \$ _____ | c. Total Retainage (Line 5.a + Line 5.b) | \$ 24,225.54 | 6. Amount eligible to date (Line 4 - Line 5.c) | \$ 944,796.21 | 7. Less previous payments | \$ 888,793.16 | 8. Amount due this application | \$ 56,003.05 | 9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5c) | \$ 538,514.79 |
| 1. Original Contract Price | \$ 1,438,429.00 | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. Net change by Change Orders | \$ 44,882.00 | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. Current Contract Price (Line 1 + Line 2) | \$ 1,483,311.00 | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total) | \$ 969,021.75 | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. Retainage | | | | | | | | | | | | | | | | | | | | | | | | | |
| a. <u>2.5%</u> X \$ <u>969,021.75</u> Work Completed | \$ 24,225.54 | | | | | | | | | | | | | | | | | | | | | | | | |
| b. _____ X \$ _____ Stored Materials | \$ _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| c. Total Retainage (Line 5.a + Line 5.b) | \$ 24,225.54 | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. Amount eligible to date (Line 4 - Line 5.c) | \$ 944,796.21 | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. Less previous payments | \$ 888,793.16 | | | | | | | | | | | | | | | | | | | | | | | | |
| 8. Amount due this application | \$ 56,003.05 | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. Balance to finish, including retainage (Line 3 - Line 4 + Line 5c) | \$ 538,514.79 | | | | | | | | | | | | | | | | | | | | | | | | |
| Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective. | | | | | | | | | | | | | | | | | | | | | | | | | |
| Contractor: <u>Musson Bros. Inc.</u> | | | | | | | | | | | | | | | | | | | | | | | | | |
| Signature: <u></u> | Date: <u>9/5/25</u> | | | | | | | | | | | | | | | | | | | | | | | | |
| Name: <u>Nick Zollman</u> | Title: <u>Division Manager - CIPP</u> | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%; vertical-align: top;">Recommended by Engineer By: <u></u> Name: _____ Title: <u>City Engineer</u> Date: <u>09/05/2025</u></td><td style="width: 50%; vertical-align: top;">Approved by Owner By: _____ Name: _____ Title: _____ Date: _____</td></tr></table> | | Recommended by Engineer By: <u></u> Name: _____ Title: <u>City Engineer</u> Date: <u>09/05/2025</u> | Approved by Owner By: _____ Name: _____ Title: _____ Date: _____ | | | | | | | | | | | | | | | | | | | | | | |
| Recommended by Engineer By: <u></u> Name: _____ Title: <u>City Engineer</u> Date: <u>09/05/2025</u> | Approved by Owner By: _____ Name: _____ Title: _____ Date: _____ | | | | | | | | | | | | | | | | | | | | | | | | |

Progress Estimate - Unit Price Work
Contractor's Application for Payment

| Owner: City of Madison Engineer: Bolton & Menk, Inc. Contractor: Musson Bros. Inc. Project: 2023 Sanitary Sewer Rehabilitation Contract: 2023 Sanitary Sewer Rehabilitation | | | | | | Owner's Project No.: Engineer's Project No.: OW1.125959 Agency's Project No.: | | | | | | | |
|--|--|--|----------|-----------------|---------------------------|--|-------------------------|---|--|--|--|--------------------------------|--------------------------------|
| Application 8 | | Application Period: From 05/31/25 to 09/01/25 | | | | Application Date: 09/01/25 | | | | | | | |
| A | B | C | D | E | F | F1 | F2 | G | H | I | J | K | L |
| Bid Item No. | Description | Contract Information | | | | Previous Estimate | | Work Completed | | Materials Currently Stored (not in G) (\$) | Work Completed and Materials Stored to Date (H + I) (\$) | % of Value of Item (J / F) (%) | Balance to Finish (F - J) (\$) |
| | | Item Quantity | Units | Unit Price (\$) | Value of Bid Item (C X E) | Quantity Previous Estimate | Value Previous Estimate | Estimated Quantity Incorporated in the Work | Value of Work Completed to Date (E X G) (\$) | | | | |
| Original Contract | | | | | | | | | | | | | |
| 1 | MOBILIZATION | 1.00 | LUMP SUM | 65,000.00 | 65,000.00 | 0.60 | 39,000.00 | 0.60 | 39,000.00 | | 39,000.00 | 60% | 26,000.00 |
| 2 | TRAFFIC CONTROL | 1.00 | LUMP SUM | 57,500.00 | 57,500.00 | 0.90 | 51,750.00 | 0.90 | 51,750.00 | | 51,750.00 | 90% | 5,750.00 |
| 3 | TEMPORARY SANITARY SEWER BYPASS | 1.00 | LUMP SUM | 35,000.00 | 35,000.00 | 1.00 | 35,000.00 | 1.00 | 35,000.00 | | 35,000.00 | 100% | - |
| 4 | CLEAN AND TELEWISE SANITARY SEWER MAIN | 7,950.00 | LIN FT | 6.00 | 47,700.00 | 6,515.50 | 39,093.00 | 6,515.50 | 39,093.00 | | 39,093.00 | 82% | 8,607.00 |
| 5 | CLEAN AND TELEWISE SANITARY SEWER LATERAL | 2,592.00 | LIN FT | 35.00 | 90,720.00 | 2,624.00 | 91,840.00 | 2,624.00 | 91,840.00 | | 91,840.00 | 101% | (1,120.00) |
| 6 | CIPP LINING - 8" SANITARY SEWER | 2,490.00 | LIN FT | 39.25 | 97,732.50 | 1,961.00 | 76,969.25 | 1,961.00 | 76,969.25 | | 76,969.25 | 79% | 20,763.25 |
| 7 | CIPP LINING - 10" SANITARY SEWER | 505.00 | LIN FT | 50.25 | 25,376.25 | 875.00 | 43,968.75 | 875.00 | 43,968.75 | | 43,968.75 | 173% | (18,592.50) |
| 8 | CIPP LINING - 12" SANITARY SEWER | 2,153.00 | LIN FT | 61.25 | 131,871.25 | 1,897.00 | 116,191.25 | 1,897.00 | 116,191.25 | | 116,191.25 | 88% | 15,680.00 |
| 9 | CIPP LINING - 15" SANITARY SEWER | 1,320.00 | LIN FT | 102.00 | 134,640.00 | 1,320.00 | 134,640.00 | 1,320.00 | 134,640.00 | | 134,640.00 | 100% | - |
| 10 | TRIM PROTRUDING TAP | 6.00 | EACH | 300.00 | 1,800.00 | 2.00 | 600.00 | 2.00 | 600.00 | | 600.00 | 33% | 1,200.00 |
| 11 | REINSTATE SANITARY SEWER SERVICE | 61.00 | EACH | 150.00 | 9,150.00 | 36.00 | 5,400.00 | 36.00 | 5,400.00 | | 5,400.00 | 59% | 3,750.00 |
| 12 | CIPP T-LINER (2') | 81.00 | EACH | 4,200.00 | 340,200.00 | 31.00 | 130,200.00 | 31.00 | 130,200.00 | | 130,200.00 | 38% | 210,000.00 |
| 13 | CIPP LATERAL LINER | 2,592.00 | LIN FT | 10.00 | 25,920.00 | 786.00 | 7,860.00 | 786.00 | 7,860.00 | | 7,860.00 | 30% | 18,060.00 |
| 14 | SANITARY SEWER SERVICE CLEANOUT ASSEMBLY | 78.00 | EACH | 2,450.00 | 191,100.00 | 41.00 | 100,450.00 | 41.00 | 100,450.00 | | 100,450.00 | 53% | 90,650.00 |
| 15 | CASTING ASSEMBLY SPECIAL | 18.00 | EACH | 600.00 | 10,800.00 | 15.00 | 9,000.00 | 15.00 | 9,000.00 | | 9,000.00 | 83% | 1,800.00 |
| 16 | MANHOLE REHABILITATION (1-INCH CEMENTITIOUS) | 157.90 | V LIN FT | 110.00 | 17,369.00 | - | - | - | - | | - | - | 17,369.00 |
| 17 | SEAL JOINTS IN MANHOLE | 9.00 | MANHOLE | 475.00 | 4,275.00 | - | - | - | - | | - | - | 4,275.00 |
| 18 | INTERNAL CHIMNEY SEAL | 26.00 | EACH | 750.00 | 19,500.00 | - | - | - | - | | - | - | 19,500.00 |
| 19 | INVERT REPAIR | 8.00 | EACH | 650.00 | 5,200.00 | - | - | - | - | | - | - | 5,200.00 |
| 20 | PIPE PENETRATION SEALING | 20.00 | EACH | 850.00 | 17,000.00 | - | - | - | - | | - | - | 17,000.00 |
| 21 | RAISE EXISTING MANHOLE | 2.00 | EACH | 2,500.00 | 5,000.00 | - | - | - | - | | - | - | 5,000.00 |
| 22 | TURF RESTORATION | 53.00 | EACH | 500.00 | 26,500.00 | - | - | 22.00 | 11,000.00 | | 11,000.00 | 42% | 15,500.00 |
| 23 | AGGREGATE SURFACE RESTORATION | 9.00 | EACH | 950.00 | 8,550.00 | - | - | 4.00 | 3,800.00 | | 3,800.00 | 44% | 4,750.00 |
| 24 | BITUMINOUS DRIVEWAY PAVEMENT RESTORATION | 11.00 | EACH | 1,575.00 | 17,325.00 | - | - | 6.00 | 9,450.00 | | 9,450.00 | 55% | 7,875.00 |
| 25 | 4" CONCRETE SIDEWALK RESTORATION | 21.00 | EACH | 1,200.00 | 25,200.00 | - | - | 1.00 | 1,200.00 | | 1,200.00 | 5% | 24,000.00 |
| 26 | 6" CONCRETE DRIVEWAY RESTORATION | 1.00 | EACH | 4,000.00 | 4,000.00 | - | - | - | - | | - | - | 4,000.00 |
| 27 | 8" CONCRETE DRIVEWAY RESTORATION | 6.00 | EACH | 4,000.00 | 24,000.00 | - | - | 2.00 | 8,000.00 | | 8,000.00 | 33% | 16,000.00 |
| Original Contract Totals | | | | | \$ 1,438,429.00 | | \$ 881,962.25 | | \$ 915,412.25 | \$ - | \$ 915,412.25 | 64% | \$ 523,016.75 |

Progress Estimate - Unit Price Work
Contractor's Application for Payment

| Owner: City of Madison Engineer: Bolton & Menk, Inc. Contractor: Musson Bros. Inc. Project: 2023 Sanitary Sewer Rehabilitation Contract: 2023 Sanitary Sewer Rehabilitation | | | | | | | | | | | | | | Owner's Project No.: Engineer's Project No.: 0W1.125959 Agency's Project No.: | | | |
|--|---|----------------------------|--------|---------------------------|---------------------------|-----------------------------------|-------------------------|---|--|--|--|--------------------------------|--------------------------------|--|--|--|--|
| Application 8 | | Application Period: | | From 05/31/25 to 09/01/25 | | Application Date: 09/01/25 | | | | | | | | | | | |
| A | B | C | D | E | F | F1 | F2 | G | H | I | J | K | L | | | | |
| Bid Item No. | Description | Contract Information | | | | Previous Estimate | | Work Completed | | Materials Currently Stored (not in G) (\$) | Work Completed and Materials Stored to Date (H + I) (\$) | % of Value of Item (J / F) (%) | Balance to Finish (F - J) (\$) | | | | |
| | | Item Quantity | Units | Unit Price (\$) | Value of Bid Item (C X E) | Quantity Previous Estimate | Value Previous Estimate | Estimated Quantity Incorporated in the Work | Value of Work Completed to Date (E X G) (\$) | | | | | | | | |
| Change Orders | | | | | | | | | | | | | | | | | |
| Change Order 1 | | | | | | | | | | | | | | | | | |
| CO1-1 | HEAVY CLEANING - SANITARY SEWER MAIN | 24.00 | HOUR | 525.00 | 12,600.00 | 39.50 | 20,737.50 | 39.50 | 20,737.50 | | 20,737.50 | 165% | (8,137.50) | | | | |
| CO1-2 | MAINLINE SECTIONAL REPAIR LINER | 5.00 | EACH | 4,500.00 | 22,500.00 | 5.00 | 22,500.00 | 5.00 | 22,500.00 | | 22,500.00 | 100% | - | | | | |
| CO1-3 | CLEAN AND TELEWISE SANITARY SEWER MAIN | 622.00 | LIN FT | 6.00 | 3,732.00 | 662.00 | 3,972.00 | 662.00 | 3,972.00 | | 3,972.00 | 106% | (240.00) | | | | |
| CO1-4 | CLEAN AND TELEWISE SANITARY SEWER LATERAL | 150.00 | LIN FT | 35.00 | 5,250.00 | 160.00 | 5,600.00 | 160.00 | 5,600.00 | | 5,600.00 | 107% | (350.00) | | | | |
| CO1-5 | CLEAN AND TELEWISE MH OUTSIDE DROP | 2.00 | EACH | 400.00 | 800.00 | 2.00 | 800.00 | 2.00 | 800.00 | | 800.00 | 100% | - | | | | |
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| | | | | | - | | | | | | | | - | | | | |
| Change Order Totals | | | | | \$ 44,882.00 | | \$ 53,609.50 | | \$ 53,609.50 | \$ - | \$ 53,609.50 | 119% | \$ (8,727.50) | | | | |
| Original Contract and Change Orders | | | | | | | | | | | | | | | | | |
| Project Totals | | | | | \$ 1,483,311.00 | | \$ 935,571.75 | | \$ 969,021.75 | \$ - | \$ 969,021.75 | 65% | \$ 514,289.25 | | | | |

**CITY OF MADISON, MINNESOTA
RESOLUTION NO. 25-25**

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

**EXTRACT OF MINUTES OF A MEETING
CITY COUNCIL OF THE
CITY OF MADISON, MINNESOTA**

HELD: SEPTEMBER 8, 2025

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Madison, Lac qui Parle County, Minnesota, was duly held at the city hall on September 8, 2025, at 5:00 P.M., for the purpose in part of awarding the sale of a \$1,463,013 Taxable General Obligation Water Revenue Note of 2025A.

The following members were present: _____

and the following were absent: _____

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 25-25

**RESOLUTION ACCEPTING THE OFFER OF THE MINNESOTA PUBLIC
FACILITIES AUTHORITY TO PURCHASE A \$1,463,013 TAXABLE GENERAL
OBLIGATION WATER REVENUE NOTE OF 2025A, PROVIDING FOR ITS
ISSUANCE AND AUTHORIZING EXECUTION OF A BOND PURCHASE AND
PROJECT LOAN AGREEMENT WITH WATER INFRASTRUCTURE FUNDING
GRANT**

A. WHEREAS, the City Council (the "City Council") of the City of Madison, Minnesota (the "City"), has heretofore applied for a loan from the Minnesota Public Facilities Authority (the "PFA") to provide financing pursuant to Minnesota Statutes, Chapters 444 and 475, for the rehabilitation of the existing water treatment plant, including new gravity filters and reverse osmosis equipment, all as detailed in the Minnesota Department of Health's certification, dated June 24, 2024 (the "Project"); and

B. WHEREAS, the PFA is authorized pursuant to Minnesota Statutes, Chapter 446A, as amended, to issue its bonds (the "PFA Bonds") and to use the proceeds thereof, together with certain other funds, to provide loans and other assistance to municipalities to fund eligible costs of construction of publicly owned drinking water systems in accordance with the federal Safe Drinking Water Act and the federal Clean Water Act; and

C. WHEREAS, the City has applied for a loan from the PFA pursuant to such program and the PFA has committed to make a loan to the City in the principal amount of \$1,463,013, to be disbursed and repaid in accordance with the terms of a Minnesota Public Facilities Authority Bond Purchase and Project Loan Agreement with Water Infrastructure Funding Grant, dated August 11, 2025 (the "PFA Loan Agreement"), a copy of which has been presented to the City Council and is on file with the City Manager. In addition, PFA will be providing a Water Infrastructure Fund (WIF) Grant-Drinking Water and Principal Forgiveness Grant to the City in the amount of \$1,000,000 and \$4,852,052, respectively (collectively, the "Grants") to help finance the Project, pursuant to the PFA Loan Agreement (with respect to the Grants, the "Grant Agreement"); and

D. WHEREAS, the \$1,463,013 Taxable General Obligation Water Revenue Note of 2025A (the "Note") of the City is taxable, and in addition the City will need to assure the tax-exemption of the PFA Bonds; and

E. WHEREAS, in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(4), the City is authorized to issue obligations to a board, department or agency of the State of Minnesota by negotiation and without advertisement for bids and the PFA is, and has represented that it is, a board, department or agency of the State of Minnesota; and

F. WHEREAS, the City owns and operates a municipal water system (the "Water System"), a municipal sanitary sewer system (the "Sewer System"), and a municipal storm sewer system (the "Storm Sewer System", collectively with the Water System and Sewer System, the "System"), as separate revenue producing public utilities; and

G. WHEREAS, the net revenues of the Water System and Sewer System are pledged to the payment of the City's outstanding \$6,395,000 original principal amount of General Obligation Water and Sewer Improvement Refunding Bonds, Series 2021A, dated February 11, 2021 (the "Outstanding Water and Sewer Bonds"); and

H. WHEREAS, the net revenues of the Water System are pledged to the payment of the City's outstanding (i) \$6,710,000 original principal amount of the "Utility Portion" of General Obligation Refunding Bonds, Series 2015A, dated October 27, 2015; and (ii) \$1,485,000 original principal amount of the "Water System Portion" of General Obligation Refunding and Water Revenue Bonds, Series 2016A, dated November 7, 2026 (collectively, the "Outstanding Water Bonds"); and

I. WHEREAS, the net revenues of the System are pledged to the payment of the City's outstanding \$1,485,000 original principal amount of the "Utility System Portion" of General Obligation Refunding and Water Revenue Bonds, Series 2016A, dated November 7, 2026 (the "Outstanding System Bonds"); and

J. WHEREAS, a contract or contracts for the Project have been made by the City with the approval of the PFA and all other state and federal agencies of which approval is required:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Madison, Lac qui Parle County, Minnesota, as follows:

1. Acceptance of Offer; Payment. The offer of the PFA to purchase a \$1,463,013 Taxable General Obligation Water Revenue Note of 2025A of the City, at the rate of interest hereinafter set forth, and to pay therefor the sum of \$1,463,013 as provided below, is hereby accepted, and the sale of the Note is hereby awarded to the PFA. Payment for the Note shall be disbursed in installments as eligible costs of the Project are reimbursed or paid, all as provided in the PFA Loan Agreement.

2. Title; Date; Denomination; Interest Rates; Maturities. The Note shall be a fully registered negotiable obligation, shall be titled "Taxable General Obligation Water Revenue Note of 2025A", shall be dated as of the date of delivery and shall be issued forthwith. The Note shall be in the principal amount of \$1,463,013, or so much thereof as shall be disbursed pursuant to the PFA Loan Agreement, shall bear interest on so much of the principal amount of the Note as may be disbursed and remains unpaid until the principal amount of the Note has been paid or has been provided for, at the rate of 1.060% per annum (calculated on the basis of a 360-day year of twelve 30-day months). Interest on the Note is payable semi-annually on February 20 and August 20, commencing August 20, 2026. Interest starts accruing as of the date of the initial disbursement. Principal on the Note shall mature on August 20 of the years and in the installments as follows:

| <u>Year</u> | <u>Amount</u> | <u>Year</u> | <u>Amount</u> |
|-------------|---------------|-------------|---------------|
| 2026 | \$35,013 | 2036 | \$75,000 |
| 2027 | 68,000 | 2037 | 76,000 |
| 2028 | 69,000 | 2038 | 77,000 |
| 2029 | 70,000 | 2039 | 77,000 |
| 2030 | 70,000 | 2040 | 78,000 |
| 2031 | 71,000 | 2041 | 79,000 |
| 2032 | 72,000 | 2042 | 80,000 |
| 2033 | 73,000 | 2043 | 81,000 |
| 2034 | 73,000 | 2044 | 82,000 |
| 2035 | 74,000 | 2045 | 83,000 |

Interest shall accrue only on the aggregate amount of the Note which has been disbursed and is unpaid under the PFA Loan Agreement. The principal installments shall be paid in the amounts scheduled above even if at the time of payment the full principal amount of the Note has not been disbursed; provided that if the full principal amount of the Note is never disbursed, the amount of the principal not disbursed shall be applied to reduce each unpaid principal installment in the proportion that such installment bears to the total of all unpaid principal installments (i.e., the remaining principal payment schedule shall be reamortized to provide similarly level annual installments of total debt service payments). Principal, interest and any premium due under the Note will be paid on each payment date by wire payment, or by check or draft mailed at least five business days prior to the payment date to the person in whose name the Note is registered, in any coin or currency of the United States which at the time of payment is legal tender for public and private debts.

Interest on the Note includes amounts treated by the PFA as service fees.

3. Purpose; Cost. The proceeds of the Note shall provide funds to finance construction of the Project. The total cost of the construction of the Project, including legal and other professional charges, publication and printing costs, interest accruing on money borrowed for the Project before the collection of net revenues pledged and appropriated therefor, and all other costs necessarily incurred and to be incurred from the inception to the completion of the Project, is estimated to be at least equal to the amount of the Note. The City covenants that it shall do all things and perform all acts required of it to assure that work on the Project proceeds with due diligence to completion and that any and all permits and studies required under law for the Project are obtained.

4. Redemption. The Note shall be subject to redemption and prepayment in whole or in part at the option of the City, subject to the written consent of the PFA, or mandatorily as provided in the PFA Loan Agreement.

5. Registration of Note. At the time of issuance and delivery of the Note, the officer of the City performing the functions of the treasurer (the "City Manager") shall register the Note in the name of the payee in a note register which the City Manager and the officer's successors in office shall maintain for the purpose of registering the ownership of the Note. The Note shall be prepared for execution with an appropriate text and spaces for notation of registration. The force and effect of such registration shall be as stated in the form of Note hereinafter set forth. Payment of principal installments and interest, whether upon redemption or otherwise, made with respect to the Note, may be made to the registered holder thereof or to the registered holder's legal representative, without presentation or surrender of the Note.

6. Form of Note. The Note, together with the Certificate of Registration attached thereto, shall be in substantially the form set forth on Exhibit A attached hereto:

7. Execution. The Note shall be executed on behalf of the City by the electronic signatures or manual signatures of its Mayor and City Manager; the seal of the City has been intentionally omitted as permitted by law. The electronic signature of the Mayor and/or the City Manager to this resolution and to any certificate authorized to be executed hereunder shall be as valid as an original signature of such party and shall be effective to bind the City thereto. For purposes hereof, (i) "electronic signature" means (a) a manually signed original signature that is then transmitted by electronic means or (b) a signature obtained through DocuSign or a similarly digitally auditable signature gathering process; and (ii) "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message. In the event of disability or resignation or other absence of either such officer, the Note may be signed by electronic signature or manual signature of that officer who may act on behalf of such absent or disabled officer. In case either such officer whose signature shall appear on the Note shall cease to be such officer before the delivery of the Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

8. Delivery; Application of Proceeds. The Note when so prepared and executed shall be delivered by the City Manager to the purchaser thereof prior to disbursements pursuant to the PFA Loan Agreement, and the purchaser shall not be obliged to see to the proper application thereof.

9. Fund and Accounts. There has heretofore been created a separate fund in the City treasury designated the Water Fund (the "Fund"). The City Manager and all municipal officials and employees concerned therewith shall maintain financial records of the receipts and disbursements of the Water System in accordance with the resolutions establishing the Fund. The Operation and Maintenance Account heretofore established by the City for the Water System shall continue to be maintained in the manner heretofore and herein provided by the City. All moneys remaining after paying or providing for the items set forth in the resolution establishing the Operation and Maintenance Account shall constitute and are referred to as "net revenues" until the Note has been paid. There shall be maintained in the Fund the following accounts:

(a) A "PFA Construction Account", to which shall be credited all proceeds received from the sale of the Note. The Note shall be the only source of moneys credited to the PFA Construction Account. It is recognized that the sale proceeds of the Note are received in reimbursement for costs expended on the Project or in direct payment of such costs, and that accordingly the moneys need not be placed in the PFA Construction Account upon receipt but may be applied immediately to reimburse the source from which the expenditure was made. The moneys in the PFA Construction Account shall be used solely for the purpose of paying for the cost of constructing the Project, including all costs enumerated in Minnesota Statutes, Section 475.65, provided that such moneys shall only be expended for costs and expenses which are permitted under the PFA Loan Agreement. The PFA prohibits the use of proceeds of the Note to reimburse costs initially paid from proceeds of other obligations of the City unless otherwise specifically approved. Upon completion of the Project and the payment of the costs thereof, any surplus shall be transferred to the PFA Debt Service Account.

(b) A "PFA Debt Service Account", to which shall be irrevocably appropriated, pledged and credited: (1) net revenues of the Water System in an amount sufficient to pay the principal of, and interest on, the Note when due; (2) any collection of taxes which may hereafter be levied in the event the net revenues of the Water System herein pledged for the payment of the Note are insufficient therefor; (3) all investment earnings on moneys held in the PFA Debt Service Account; (4) any amounts transferred from the PFA Construction Account; and (5) any other moneys which are properly available and are appropriated by the City Council to the PFA Debt Service Account. The moneys in the PFA Debt Service Account shall be used only to pay or prepay the principal of, and interest on, the Note and any other general obligation bonds hereafter issued and made payable from the PFA Debt Service Account, and to pay any rebate due to the United States with respect to the PFA Bonds in connection with the Note.

The City shall observe the covenants of paragraphs 18 and 19 of this resolution and of Article 3 of the PFA Loan Agreement with regard to the Fund.

10. Coverage Test; Pledge of Net Revenues; Excess Revenues. It is hereby found, determined and declared that the net revenues of the Water System are sufficient in amount to pay when due the principal of and interest on the Note and the Outstanding Water Bonds and a sum at least five percent in excess thereof. It is hereby found, determined and declared that the net revenues of the Water System and Sewer System, are sufficient in amount to pay when due the principal of and interest on the Outstanding Water and Sewer Bonds and a sum at least five percent in excess thereof. It is hereby found, determined and declared that the net revenues of the System, are sufficient in amount to pay when due the principal of and interest on the

Outstanding System Bonds and a sum at least five percent in excess thereof. The net revenues of the Water System are hereby pledged on a parity lien with the Outstanding Water Bonds, and the Outstanding Water and Sewer Bonds, and the Outstanding System Bonds and shall be applied for that purpose, but solely to the extent required to meet, together with other pledged sums, the principal and interest requirements of the Note.

Nothing contained herein shall be deemed to preclude the City from making further pledges and appropriations of the net revenues of the Water System for the payment of other or additional obligations of the City, provided that it has first been determined by the City Council that estimated net revenues of the Water System will be sufficient, in addition to all other sources, for the payment of the Note and such additional obligations, and any such pledge and appropriation of net revenues may be made superior or subordinate to, or on a parity with, the pledge and appropriation herein. Net revenues in excess of those required for the foregoing may be used for any proper purpose.

11. Pledge to Produce Revenues. In accordance with Minnesota Statutes, Section 444.075, the City hereby covenants and agrees with the holder of the Note that it will impose and collect charges for the service, use and availability of and connection to the Water System at the times and in the amounts required to produce net revenues adequate to pay all principal and interest when due on the Note. Minnesota Statutes, Section 444.075, Subdivision 2, provides as follows: "Real estate tax revenues should be used only, and then on a temporary basis, to pay general or special obligations when the other revenues are insufficient to meet the obligations".

12. General Obligation Pledge. The full faith, credit and taxing powers of the City shall be, and are hereby, irrevocably pledged for the prompt and full payment of the principal and interest on the Note, as the same respectively become due. If the net revenues of the Water System appropriated and pledged to the payment of principal and interest on the Note, together with other funds irrevocably appropriated to the PFA Debt Service Account shall at any time be insufficient to pay such principal and interest when due, the City covenants and agrees to levy, without limitation as to rate or amount, an ad valorem tax upon all taxable property in the City sufficient to pay such principal and interest as they become due. If the balance in the PFA Debt Service Account is ever insufficient to pay all principal and interest then due on the Note and any other obligations payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed, with or without interest, from the PFA Debt Service Account when a sufficient balance is available therein.

13. Certificate of Registration. The City Manager is hereby directed to file a certified copy of this resolution with the County Auditor of Lac qui Parle County, Minnesota, together with such other information as the County Auditor shall require, and to obtain the County Auditor's certificate that the Note has been entered in the County Auditor's Bond Register.

14. Bond Purchase and Project Loan Agreement with Water Infrastructure Funding Grant. The PFA Loan Agreement is hereby approved in substantially the form presented to the City Council, and in the form executed by electronic signatures or manual signatures is hereby incorporated by reference and made a part of this resolution. The electronic signature of the Mayor and/or the City Manager to this PFA Loan Agreement and to any certificate authorized to be executed hereunder shall be as valid as an original signature of such party and shall be effective to bind the City thereto. For purposes hereof, (i) "electronic signature" means (a) a manually signed

original signature that is then transmitted by electronic means or (b) a signature obtained through DocuSign or a similarly digitally auditable signature gathering process; and (ii) "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message. Each and all of the provisions of this resolution relating to the Note are intended to be consistent with the provisions of the PFA Loan Agreement, and to the extent that any provision in the PFA Loan Agreement is in conflict with this resolution as it relates to the Note, that provision shall control and this resolution shall be deemed accordingly modified. The City's execution and delivery of the PFA Loan Agreement by the Mayor and City Manager is hereby approved, ratified and authorized. The execution of the PFA Loan Agreement by the appropriate officers shall be conclusive evidence of the approval of the PFA Loan Agreement in accordance with the terms hereof. The PFA Loan Agreement may be attached to the Note, and shall be attached to the Note if the holder of the Note is any person other than the PFA.

15. Water Infrastructure Fund Grant. In addition to the Note, if an Event of Default occurs under Section 9.1 of the PFA Loan Agreement, the City is obligated to repay the Grant in accordance with Section 9.2 of the PFA Loan Agreement. Notwithstanding any provision to the contrary in the PFA Loan Agreement, the Grant repayment is payable solely from legally available funds and is a special, limited revenue obligation and not a general obligation of the City. Neither the full faith and credit nor the taxing powers of the City are pledged to the payment of the Grant.

16. Principal Forgiveness. In addition to the Note, the City is obligated to repay the Principal Forgiveness (as defined in the PFA Loan Agreement) in accordance with Section 9.2, Article 9 of the PFA Loan Agreement. Notwithstanding any provision to the contrary in the PFA Loan Agreement, the Principal Forgiveness is payable solely from legally available funds and is a special, limited revenue obligation and not a general obligation of the City. Neither the full faith and credit nor the taxing powers of the City are pledged to the payment of the Principal Forgiveness.

17. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the PFA, and to the attorneys approving the legality of the issuance of the Note, certified copies of all proceedings and records of the City relating to the Note and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Note as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

18. Negative Covenants as to Use of Proceeds and Project. The City hereby covenants not to use the proceeds of the Note or to use the Project, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the Project, in such a manner as to cause the Note to be a "private activity bond" within the meaning of Sections 103 and 141 through 150 of the Code. The City reasonably expects that no actions will be taken over the term of the Note that would cause it to be a private activity bond, and the average term of the Note is not longer than reasonably necessary for the governmental purpose of the issue.

19. Tax-Exempt Status of the PFA Bonds; Rebate. The City with respect to the Note shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the PFA Bonds, including without limitation (a) requirements relating to temporary periods for investments, (b) limitations on amounts invested at a yield greater than the yield on the PFA Bonds, and (c) the rebate of excess investment earnings to the United States. The City covenants and agrees with the PFA and holders of the Note that the investments of proceeds of the Note, including the investment of any revenues pledged to the Note which are considered gross proceeds of the PFA Bonds under the applicable regulations, and accumulated sinking funds, if any, shall be limited as to amount and yield in such manner that the PFA Bonds shall not be arbitrage bonds within the meaning of Section 148 of the Code and any regulations thereunder. On the basis of the existing facts, estimates and circumstances, including the foregoing findings and covenants, the City hereby certifies that it is not expected that the proceeds of the Note will be used in such manner as to cause the PFA Bonds to be arbitrage bonds under Section 148 of the Code and any regulations thereunder. The Mayor and City Manager shall furnish a certificate to the PFA embracing or based on the foregoing certification at the time of delivery of the Note to the PFA. The proceeds of the Note will likewise be used in such manner that the Note is not a private activity bond under Section 103(b) of the Code.

20. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

21. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and, after full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof: _____

and the following voted against the same: _____

Whereupon the resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF LAC QUI PARLE
CITY OF MADISON

I, the undersigned, being the duly qualified and acting City Manager of the City of Madison, Minnesota DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as such minutes relate to the \$1,463,013 Taxable General Obligation Water Revenue Note of 2025A.

WITNESS my hand and the City's seal on September 8, 2025.

City Manager

(SEAL)

EXHIBIT A

FORM OF NOTE

UNITED STATES OF AMERICA
STATE OF MINNESOTA
COUNTY OF LAC QUI PARLE
CITY OF MADISON

\$1,463,013 TAXABLE GENERAL OBLIGATION WATER REVENUE NOTE OF 2025A

THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA (the "City"), certifies that it is indebted and for value received promises to pay to the Minnesota Public Facilities Authority or the registered assign, the principal sum of ONE MILLION FOUR HUNDRED SIXTY THREE THOUSAND THIRTEEN DOLLARS, or so much thereof as may have been disbursed, on August 20 of the years and in the installments as follows:

| <u>Year</u> | <u>Amount</u> | <u>Year</u> | <u>Amount</u> |
|-------------|---------------|-------------|---------------|
| 2026 | \$35,013 | 2036 | \$75,000 |
| 2027 | 68,000 | 2037 | 76,000 |
| 2028 | 69,000 | 2038 | 77,000 |
| 2029 | 70,000 | 2039 | 77,000 |
| 2030 | 70,000 | 2040 | 78,000 |
| 2031 | 71,000 | 2041 | 79,000 |
| 2032 | 72,000 | 2042 | 80,000 |
| 2033 | 73,000 | 2043 | 81,000 |
| 2034 | 73,000 | 2044 | 82,000 |
| 2035 | 74,000 | 2045 | 83,000 |

and to pay interest on so much of the principal amount of the debt as may be disbursed and remains unpaid until the principal amount hereof is paid or has been provided for, at the rate of 1.060% per annum (calculated on the basis of a 360-day year of twelve 30-day months). Interest on the Note is payable semi-annually on February 20 and August 20, commencing August 20, 2026. Interest starts accruing as of the date of the initial disbursement.

Principal and Interest Payments. Interest shall accrue only on the aggregate amount of this Note which has been disbursed under the Minnesota Public Facilities Authority Bond Purchase and Project Loan Agreement with Water Infrastructure Funding Grant, dated as of August 11, 2025, by and between the City and the Minnesota Public Facilities Authority (the "PFA Loan Agreement"). The principal installments shall be paid in the amounts scheduled above even if at the time of payment the full principal amount of this Note has not been disbursed; provided that if the full principal amount of this Note is never disbursed, the amount of the principal not disbursed shall be applied to reduce each unpaid principal installment in the proportion that such installment bears to the total of all unpaid principal installments (i.e., the remaining principal payment schedule shall be reamortized to provide similarly level annual installments of total debt service payments). Interest on this Note includes amounts treated by the Minnesota Public Facilities

Authority as service fees. Principal, interest and any premium due under this Note will be paid on each payment date by wire payment, or by check or draft mailed at least five business days prior to the payment date to the person in whose name this Note is registered, in any coin or currency of the United States of America which at the time of payment is legal tender for public and private debts.

Redemption. This Note shall be subject to redemption and prepayment in whole or in part at the option of the City, subject to the written consent of the Minnesota Public Facilities Authority, or mandatorily as provided in the PFA Loan Agreement.

Purpose; General Obligation. This Note has been issued pursuant to and in full conformity with the Constitution, the Charter of the City, and laws of the State of Minnesota for the purpose of providing money to finance the construction of improvements to the municipal water system (the "Water System"), specifically for the rehabilitation of the existing water treatment plant, including new gravity filters and reverse osmosis equipment, all as detailed in the Minnesota Department of Health's certification, dated June 24, 2024 (the "Project"); and is payable out of the PFA Debt Service Account of the Water Fund of the City, to which account have been pledged net revenues of the Water System. This Note constitutes a general obligation of the City, and to provide moneys for the prompt and full payment of said principal installments and interest when the same become due, the full faith, credit and taxing powers of the City have been and are hereby irrevocably pledged.

Registration; Transfer. This Note shall be registered in the name of the payee on the books of the City by presenting this Note for registration to the City Manager, who will endorse his or her name and note the date of registration opposite the name of the payee in the certificate of registration attached hereto. Thereafter this Note may be transferred to a bona fide purchaser only by delivery with an assignment duly executed by the registered owner or the registered owner's legal representative, and the City may treat the registered owner as the person exclusively entitled to exercise all the rights and powers of an owner until this Note is presented with such assignment for registration of transfer, accompanied by assurance of the nature provided by law that the assignment is genuine and effective, and until such transfer is registered on said books and noted hereon by the City Manager.

Fees Upon Transfer or Loss. The City Manager may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer of this Note and any legal or unusual costs regarding transfers and lost notes.

Bond Purchase and Project Loan Agreement with Water Infrastructure Funding Grant. The terms and conditions of the PFA Loan Agreement are incorporated herein by reference and made a part hereof. The PFA Loan Agreement may be attached to this Note, and shall be attached to this Note if the holder of this Note is any person other than the Minnesota Public Facilities Authority.

Taxable Interest. The interest on this Note is included in the gross income of the owner hereof for purposes of United States income tax and to the same extent in both gross income and taxable net income for State of Minnesota income tax purposes.

Not Qualified Tax-Exempt Obligation. This Note has not been designated by the City as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the federal Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution, the Charter of the City, and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Note, have been done, have happened and have been performed, in regular and due form, time and manner as required by law; that the City has covenanted and agreed with the holder of this Note that it will impose and collect charges for the service, use and availability of and connection to the Water System at the times and in amounts necessary to produce net revenues adequate to pay all principal and interest when due on this Note; that the City will levy a direct, annual, irrevocable ad valorem tax upon all of the taxable property in the City, without limitation as to rate or amount, for the years and in amounts sufficient to pay the installments of principal and interest on this Note as they respectively become due, if the net revenues from the Water System and any other revenues irrevocably appropriated to said PFA Debt Service Account are insufficient therefor; and that this Note, together with all other debts of the City outstanding on the date hereof, being the date of its actual issuance and delivery, does not exceed any constitutional, city charter, or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Madison, Lac qui Parle County, Minnesota, by its City Council has caused this Note to be executed on its behalf by the manual signatures of its Mayor and of its City Manager, and the corporate seal of the City having been intentionally omitted as permitted by law, all as of (DO NOT DATE), 2025.

CITY OF MADISON, LAC QUI PARLE
COUNTY, MINNESOTA

(DO NOT SIGN)

Mayor

(DO NOT SIGN)

City Manager

CERTIFICATE OF REGISTRATION

CITY OF MADISON, MINNESOTA
\$1,463,013 TAXABLE GENERAL OBLIGATION WATER REVENUE NOTE OF
2025A

The transfer of ownership of the principal amount of the attached Note may be made only by the registered owner or his, her or its legal representative last noted below.

| DATE OF REGISTRATION | REGISTERED OWNER | SIGNATURE OF CITY MANAGER |
|-------------------------|--|------------------------------|
| (DO NOT DATE) | Minnesota Public Facilities Authority Saint Paul, Minnesota Federal Employer Identification No. 41-6007162 | (DO NOT SIGN) |
| | | |
| | | |
| | | |
| | | |
| | | |

**CITY OF MADISON, MINNESOTA
RESOLUTION 25-26**

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

**RESOLUTION AUTHORIZING TRANSFER OF FUNDS TO THE LOCAL HOUSING
TRUST FUND FOR PURPOSES OF THE MINNESOTA HOUSING MATCHING
GRANT PROGRAM**

WHEREAS, the City of Madison has established a Local Housing Trust Fund (LHTF) to provide a dedicated source of funding for the preservation and development of affordable housing; and

WHEREAS, the Minnesota Housing Finance Agency (Minnesota Housing) administers a Local Housing Trust Fund Matching Grant Program that provides state funds to match local contributions; and

WHEREAS, participation in the Matching Grant Program requires local contributions to the LHTF, which may be matched by Minnesota Housing subject to program guidelines and available appropriations; and

WHEREAS, the City of Madison desires to support affordable housing within the community by transferring funds into the LHTF and leveraging available state resources through the matching program;

NOW, THEREFORE, BE IT RESOLVED

1. The City of Madison hereby authorizes the transfer of \$150,000 from the EDA and Electric funds into the Local Housing Trust Fund per Attachment A.
2. Such transfer shall be designated as an eligible local contribution for purposes of the Minnesota Housing Local Housing Trust Fund Matching Grant Program.

Upon vote taken thereon, the following voted

For:
Against:
Absent:

Whereupon said Resolution No. 25-26 was declared duly passed and adopted this 8th day of September 2025.

Maynard Meyer
Mayor

Attest: _____
Christine Enderson
City Clerk

| To: | <u>Fund</u> | <u>Account</u> | <u>Description</u> | <u>Amount</u> | |
|-----|--------------------------|------------------------|--------------------|--------------------------------|---------------|
| | Local Housing Trust Fund | Transfer In (Electric) | 235-39205 | 2025 Additional Grant Match | \$ 50,000.00 |
| | Local Housing Trust Fund | Transfer In (EDA) | 235-39206 | 2025 Appropriation Budgeted | \$ 25,000.00 |
| | Local Housing Trust Fund | Transfer In (EDA) | 235-39206 | 2025 From County Appropriation | \$ 50,000.00 |
| | Local Housing Trust Fund | Transfer In (EDA) | 235-39206 | 2025 Additional Grant Match | \$ 25,000.00 |
| | | | | | \$ 150,000.00 |

| | | | | | | |
|-------|----------|---|---------------|--------------------------------|--------------|---------------|
| From: | Electric | Transfer Out (Local Housing Trust Fund) | 604-49590-727 | 2025 Additional Grant Match | \$ 50,000.00 | \$ 150,000.00 |
| | EDA | Transfer Out (Local Housing Trust Fund) | 211-46500-727 | 2025 From County Appropriation | \$ 50,000.00 | |
| | EDA | Transfer Out (Local Housing Trust Fund) | 211-46500-727 | 2025 Additional Grant Match | \$ 25,000.00 | |
| | EDA | Transfer Out (Local Housing Trust Fund) | 211-46500-727 | 2025 Appropriation Budgeted | \$ 25,000.00 | |



Lac qui Parle County
Auditor-Treasurer
600 6th Street, Suite 5
Madison, MN 56256

Email: vote@lqpco.com
Phone: 320-598-7444

August 28, 2025

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,

2025 VOTER Account Funds received:

The VOTER Account, initially approved in 2023 Session Laws, continues to provide funding to county election departments in 2025. The funds decreased a bit in 2025, down from \$4.836 million to roughly 3.1 million. Again, the funds were allocated to all 87 counties in July 2025.

How were the total amounts determined and allocated?

And once again, twenty percent was allocated equally to all 87 counties and the remaining eighty percent was allocated based on a proportion of registered voters. For 2025, Lac qui Parle County received \$10,462.19 (down from \$15,807.58 in 2024). 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, 2024. 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 2025 Legislative process..

Please submit the Agreement with your board's decision as soon as possible to our office but no later than 12/1/25. I am proposing the same plan as last year but please let me know if you have any questions!

Sincerely,

Kelly Vaala
Elections Supervisor

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

BY AND BETWEEN: City of Madison, 404 6th Ave, Madison, MN
(insert City or Township and address) 56256

AND: Lac qui Parle County, 600 6th St, Ste 5, Madison, MN 56256

WHEREAS, on July 13, 2025, the Office of the Secretary of State initiated the electronic transfer of \$3,194,796.76 in electronic payments to 87 counties for the Voting Operations, Technology, & Election Resources (VOTER) Account in accordance with the requirements of Minnesota Statutes section 5.305, of which Lac qui Parle received \$10,462.19,

And

WHEREAS, Lac qui Parle County is required to work with its local units of government to determine how our county 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 initially pays for all election administration fees,

NOW, THEREFORE, BE IT RESOLVED, that City of Madison (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 _____, 2025

_____ (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}

VOTER payment allocations

| Sent in agreement? | Precinct | 50% to County | 25% to Co. to administer AB/MBs | 25% to disburse |
|--------------------|------------------------|-------------------|---------------------------------|-------------------|
| X | County | \$5,231.10 | \$2,615.55 | \$2,615.55 |
| | Agassiz Township | | | \$33.23 |
| | Arena Township | | | \$51.36 |
| | Augusta Township | | | \$38.06 |
| | Baxter Township | | | \$68.88 |
| | Cerro Gordo Township | | | \$81.57 |
| | Freeland Township | | | \$36.25 |
| | Garfield Township | | | \$44.71 |
| | Hamlin Township | | | \$62.23 |
| | Hantho Township | | | \$51.96 |
| | Lac qui Parle Township | | | \$79.75 |
| | Lake Shore Township | | | \$66.46 |
| | Madison Township | | | \$81.57 |
| | Manfred Township | | | \$32.02 |
| | Mehurin Township | | | \$27.79 |
| | Perry Township | | | \$35.65 |
| | Providence Township | | | \$65.86 |
| | Ten Mile Lake Township | | | \$59.21 |
| | Walter Township | | | \$49.54 |
| | Yellow Bank Township | | | \$54.98 |
| | City of Bellingham | | | \$54.38 |
| | City of Boyd | | | \$45.92 |
| | City of Louisburg | | | \$13.90 |
| | City of Marietta | | | \$41.69 |
| | City of Nassau | | | \$21.75 |
| | Camp Release Township | | | \$117.21 |
| | Maxwell Township | | | \$70.09 |
| | Riverside Township | | | \$125.67 |
| | City of Dawson | | | \$518.40 |
| | City of Madison | | | \$585.46 |
| | | \$5,231.10 | \$2,615.55 | \$2,615.55 |

If choose to take disbursement, reporting requirements to the Secretary of State are the responsibility of the city/township. Talk to Kelly Vaala for more details on those requirements.

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: The Office of the Secretary of State has initiated the electronic transfer of \$3,194,796.76 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 2025, the payments issued to counties for FY 2025-2026 include:
 - Base transfer of \$3 million;
 - One-time rollover funds from the now repealed Voting Equipment Grant Account (Session Laws 2025 Ch. 39 Art. 1 Sec. 46 (d)); and
 - Remaining funds from the last biennium for campus temporary AB location reimbursements (Minn. Stat. 203B.0815 (f))
- The \$3 million base transfer will continue to 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 the proportion of registered voters (using May 1, 2024 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. This account can be interest generating.

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.

If funds are distributed to municipalities, what do municipalities need to do once the funds are received?

Upon receipt of funds, each municipality must segregate the funds in a municipal election funding account. The money in the account remains in the account until it is spent for any of the authorized purposes. This account can be interest generating.

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;
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 took effect starting in December 2024. Those first reports covered the first fiscal year of VOTER Funds (July 1, 2023 – June 30, 2024). View the report [here](#).

The second report, due to the OSS December 31, 2025, will cover the second fiscal year of VOTER Funds (July 1, 2024 – June 30, 2025) plus any remaining funds from the prior year. By early fall, the OSS will provide counties with detailed information on completing the VOTER Account report for fiscal year 2024-25.

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 during the previous fiscal year.
- 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 during the previous fiscal year.
- Funds remain in the county and/or city/township account until they are expended.

Section B. VOTER Account Allocations by County FY 25-26

| County | Total Allocated to County | | |
|--------------------|---------------------------|-------------------|---------------|
| Grand Total | \$ 3,194,796.76 | | |
| Aitkin | \$ 15,642.73 | Lake of the Woods | \$ 9,315.60 |
| Anoka | \$ 173,915.31 | Le Sueur | \$ 20,813.91 |
| Becker | \$ 22,958.00 | Lincoln | \$ 9,807.51 |
| Beltrami | \$ 27,619.98 | Lyon | \$ 17,802.67 |
| Benton | \$ 25,188.52 | McLeod | \$ 24,162.21 |
| Big Stone | \$ 9,551.83 | Mahnomen | \$ 9,273.11 |
| Blue Earth | \$ 34,714.14 | Marshall | \$ 11,249.39 |
| Brown | \$ 18,976.63 | Martin | \$ 15,836.47 |
| Carlton | \$ 23,501.77 | Meeker | \$ 18,025.94 |
| Carver | \$ 60,746.48 | Mille Lacs | \$ 19,232.30 |
| Cass | \$ 22,870.85 | Morrison | \$ 23,081.16 |
| Chippewa | \$ 12,399.58 | Mower | \$ 23,039.38 |
| Chisago | \$ 34,804.17 | Murray | \$ 11,066.45 |
| Clay | \$ 33,059.80 | Nicollet | \$ 22,337.17 |
| Clearwater | \$ 11,081.58 | Nobles | \$ 14,134.59 |
| Cook | \$ 10,177.70 | Norman | \$ 10,023.58 |
| Cottonwood | \$ 11,990.50 | Olmsted | \$ 80,080.05 |
| Crow Wing | \$ 40,385.15 | Otter Tail | \$ 35,687.16 |
| Dakota | \$ 209,780.08 | Pennington | \$ 13,035.54 |
| Dodge | \$ 16,990.98 | Pine | \$ 20,255.02 |
| Douglas | \$ 26,945.85 | Pipestone | \$ 11,036.93 |
| Faribault | \$ 13,388.44 | Polk | \$ 19,410.20 |
| Fillmore | \$ 17,029.15 | Pope | \$ 12,794.26 |
| Freeborn | \$ 20,584.16 | Ramsey | \$ 231,517.03 |
| Goodhue | \$ 29,779.20 | Red Lake | \$ 9,029.67 |
| Grant | \$ 10,106.40 | Redwood | \$ 13,823.46 |
| Hennepin | \$ 575,803.59 | Renville | \$ 13,677.97 |
| Houston | \$ 16,324.78 | Rice | \$ 35,471.09 |
| Hubbard | \$ 18,031.70 | Rock | \$ 11,391.27 |
| Isanti | \$ 27,012.12 | Roseau | \$ 13,811.93 |
| Itasca | \$ 28,711.83 | Saint Louis | \$ 100,514.85 |
| Jackson | \$ 11,762.91 | Scott | \$ 77,543.44 |
| Kanabec | \$ 14,860.57 | Sherburne | \$ 52,844.95 |
| Kandiyohi | \$ 25,877.77 | Sibley | \$ 14,163.40 |
| Kittson | \$ 9,272.39 | Stearns | \$ 75,416.63 |
| Koochiching | \$ 12,609.89 | Steele | \$ 23,426.86 |
| Lac qui Parle | \$ 10,462.19 | Stevens | \$ 11,111.11 |
| Lake | \$ 12,701.35 | Swift | \$ 11,220.58 |
| | | Todd | \$ 17,822.11 |
| | | Traverse | \$ 8,788.40 |
| | | Wabasha | \$ 17,719.12 |

| | | |
|------------|----|------------|
| Wadena | \$ | 13,417.25 |
| Waseca | \$ | 15,307.83 |
| Washington | \$ | 139,756.73 |
| Watsonwan | \$ | 11,278.92 |

| | | |
|-----------------|----|-----------|
| Wilkin | \$ | 9,961.64 |
| Winona | \$ | 28,082.36 |
| Wright | \$ | 77,081.06 |
| Yellow Medicine | \$ | 11,496.43 |

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 | \$5,000 | \$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) = \$1,000 | $\$2,500 \times .4 =$ \$1,000 | $\$2,500 \times .25 =$ \$625 | $\$2,500 \times .2 =$ \$500 | $\$2,500 \times .15 =$ \$375 |
| 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 $.6 \times \$2,500 =$ \$1,500 | $8,000/20,000 = 40$ percent $.4 \times \$2,500 =$ \$1,000 | | | |
| Total allocation | \$7,500 | \$2,000 | | \$500 | |

You are invited to participate in a free program that teaches students about wise and responsible energy use.



Energy Efficiency Education Program

Educator Information

- Available to 5th grade classrooms
- Supports state education standards
- Opportunity to earn mini-grants up to \$100 for classroom use
- Lessons designed by teachers for easy integration into current curriculum
- Lessons are approximately 30-45 minutes in length and can be taught at your own pace
- Online resources and options for digital delivery
- On-demand video content and downloadable slide decks for minimum prep
- Secure, online web application for teachers and students to complete lessons and track progress
- Student contests with cool prizes
- No cost to teachers — program is cost-shared by your local municipal electric utility and its proud energy partner, Missouri River Energy Services

“ I like the Real Life Practice section. Many students did not realize that their parents pay for utilities like water and electricity. ”

To reserve your spot today, just scan the QR code or go to:

smartenergysquad.com



Take-Home Energy Efficiency Kits

Students get a take-home kit filled with products to help their families save energy and money.

The kit includes two LED light bulbs, two LED night lights and a digital thermometer.



Teacher Materials

- Printed teacher book
- Login credentials to access online resources
 - On-demand video content
 - Digital letter to parents
 - Assessments
 - Postage-paid reply envelope
 - Additional teacher resources

Student Materials

- Pre/post knowledge test and online/scantron form
- Workbook
- Take-home energy efficiency kit

"I thoroughly enjoyed teaching each of the lessons, and it was inspiring to see how enthusiastically the students engaged with every activity."

Student Contests

Students can enter energy efficiency photo and video contests for opportunities to win cool prizes!

To register for the Smart Energy Squad program, just scan the QR code on the reverse side or go to smartenergysquad.com.



Minnesota Paid Family & Medical Leave (PFML)

Quick Facts for City Council

Program Overview

Program Start: January 1, 2026 **Administrator:** MN Department of Employment & Economic Development (DEED)
Provides job protection and partial wage replacement for workers during major life events. Applies to nearly all Minnesota employees and employers (public & private). Employees qualify with at least 5.3% of the state average annual wage (~\$3,700) earned in a base period.

Types of Leave Covered

Medical Leave – serious health condition, pregnancy, or childbirth. **Family/Bonding Leave** – care for a new child or seriously ill family member. **Safety Leave** – for domestic violence, sexual assault, or stalking. **Military Exigency Leave** – related to deployment or military duty. **Duration:** Up to 12 weeks per event, with a maximum of 20 weeks total per year.

Benefits & Funding

Benefit amount = percentage of weekly wages (sliding scale), capped at the state average weekly wage. Funded by payroll premiums, split between employers and employees. Initial rate ~0.88–0.92% of wages. Employers must pay at least 50% of the premium.

Employer Responsibilities

Begin payroll deductions & premium payments: January 2026. Quarterly wage reporting to DEED. Provide written notices to employees (by Dec 1, 2025) and post required workplace notice.

Private Plan Options

Employers may apply for a DEED-approved private plan instead of participating in the state program. Must provide benefits equal to or better than the state plan. Must cover all employees. Cannot cost employees more than state plan contributions. May require a surety bond for financial security. **Insurance Carrier Considerations:** Some carriers (e.g., MetLife) only offer PFML coverage if the employer also buys a base product (e.g., life or disability insurance). While the PFML rate may be slightly cheaper, the bundled purchase can increase overall costs compared to using the state program. **Bottom Line:** Private plans may make sense for large employers already purchasing bundled products. For smaller cities, the state plan is often the simpler and more cost-effective option.

Why It Matters

Minnesota is the 13th state to adopt Paid Family & Medical Leave. The program ensures workers can care for themselves and their families without losing income, while creating consistent statewide standards for employers.

Madison Chamber of Commerce
September 3, 2025
Agenda

1. Minutes
2. Old Business
 - ❖ Chamber Ag Golf Appreciation
 - ❖ Rock the Block
 - ❖ Oktoberfest
3. New Business
 - ❖ Halloween
 - ❖ Outstanding Citizen
 - ❖ Super Raffle
 - ❖ Norsefest
 - ❖ October 1st Meeting -VFW-Spaghetti Luncheon
4. Other Business
 - ❖ Ribbon Cuttings
 - ❖ Updates from Area Businesses
 - ❖ Brainstorming Session
5. Upcoming Dates
 - ❖ LQP County Fair – September 4th – 7th
 - ❖ Oktoberfest – October 1-4
 - ❖ Autumn Grace – October 8th
 - ❖ Halloween – October 31st
6. Adjourn

Madison Chamber of Commerce
August 6, 2025

The general membership of the Madison Chamber of Commerce met at noon on August 6, 2025 at the Madison Country Club. President Val Halvorson presided at the meeting.

Old Business:

- ❖ A motion was made by Maynard Meyer to approve the minutes, second by Greg Thole, motion passed.
- ❖ An update was given on the Madison Ambassador Program. The brunch that was held at The Sticks was attended by last year's royalty and current as well as Little Miss Appleton. The Madison Ambassador program was held following the parade during Dragonfest, Macy Zahrbock is Madison Ambassador, the co Vice-Ambassadors are Abbie Amland and Anthony Schultz. Co Junior Ambassadors are Maren Nolte and Edisynn Ronglien.
- ❖ The 4th of July fireworks were moved to Dragonfest due to the weather.
- ❖ Chamber Night at the Ballpark went well, they had 160 ice cream bars (which is the way to go) and they could have handed out more. There was not a younger team's game this year. It was nice to have the Ambassador candidates introduced. Andy said MHS served 300 tacos. The noon Stinker Day meal was a huge success, serving 275-300. Bingo also had a great turnout. UPB went through 15 gallons of ice cream for their floats. There were at least 100 kids at the matinee. Kiwanis did well at their meal and will consider a different menu next year since the Little Eagles do a similar menu. There were only 6 entries in Ribfest and the committee will have further discussion on this event. The parade had a lot of units and was well attended. The Museum was very happy with their brunch turnout on Sunday.
- ❖ Heritage Day will be held on July 27th.
- ❖ The Chamber Ag Golf Appreciation is underway this afternoon with 26 teams participating.
- ❖ Rock the Block is coming up on the 13th. Benjamin Rae and the Empire Endeavors are the band. Vendors include Happy Hour, Jubilee, Pantry Café, Sticks Bar and Grill, Dairy Queen and the Grand Theatre.
- ❖ The Business After Hours was a great event and featured Madison Tire and Repair. There were over 70 people and they enjoyed beverages and appetizers at The Sticks.

New Business:

- ❖ Oktoberfest activities are being planned. The advertising for the car show is getting out there and the trophies are ordered. The Kiwanis are going to serve the meal.

Other Business:

- ❖ There was a ribbon cutting at Madison Tire and Repair on August 4th. We still have to Madison Eyecare and the new Government Center.
- ❖ Updates from area businesses:

- Soil and Water is celebrating 75 years on August 14th from 11-1. They will have an open house and free ice cream.
 - The Soil and Water are in the early stages of securing a building site near their tree building area. They are currently obtaining bids to see the cost of the project.
 - The City, EDA and Chamber will have a fair booth at the Fair. It will be located next to KLQP and the Madison Foundation.
 - Our next meeting is October 1st and we will have it at the VFW and attend the Study Club's spaghetti luncheon.
- ❖ Being no further business, the meeting was adjourned.

Respectfully submitted,
Karin Moen Secretary/Treasurer