

**CITY OF MADISON**  
**AGENDA AND NOTICE OF MEETING**  
Regular Meeting of the City Council – 5:00 P.M.  
**Monday, June 24, 2019**  
Madison Municipal Building

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

Mayor Thole will call the meeting to order.

**2. APPROVE AGENDA**

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

**3. APPROVE MINUTES**

Page 1

A copy of the June 10, 2019 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. | Application for Exempt Permit (St. Michael's) – September 21, 2019 | Page 5  |
| B. | HRA of Madison Agenda and Minutes – June 13, 2019 - receive        | Page 7  |
| C. | Pioneer land Agenda June 20, 2019 – receive                        | Page 11 |

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

**6. UNFINISHED AND NEW BUSINESS**

- Page 12
- A. City Council Checklist. A DISCUSSION and MOTION may be in order. (Manager, Council)

- Page 14
- B. City Engineer Update. A DISCUSSION and MOTION may be in order. (Manager, Council)

- Page 15
- C. City Hall Historical Project. A DISCUSSION and MOTION may be in order. (Manager, Council)

- Page 48
- D. Resolution 19-13-02– Fee Schedule 2019 -Code Enforcement fines and service charges. A DISCUSSION and MOTION may be in order. (Manager, Council)

- Page 53
- E. Resolution 19-30 – Temporary Waiving the Liquor Ordinance – July 4, 2019. A DISCUSSION and MOTION may be in order. (Manager, Council)

- F. Resolution 19-31 – Temporary Waiving the Liquor Ordinance – August 10, 2019. A DISCUSSION and MOTION may be in order. (Manager, Council)
- G. Street Closure – July 4, 2019 and August 10, 2019 – 7<sup>th</sup> Ave from 3<sup>rd</sup> St to 1<sup>st</sup> St, 2<sup>nd</sup> St from 7<sup>th</sup> Ave to 8<sup>th</sup> Ave. A DISCUSSION and MOTION may be in order. (Manager, Council)
- H. Other. A DISCUSSION and MOTION may be in order. (Manager, Council)

**7. MANAGER REPORT (Manager)**

- LMC Summer Conference June 26-28
- EDA meeting rescheduled from July 1, 2019
- 2020 Budget

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

**9. AUDITING CLAIM**

A copy of the Schedule Payment Report of bills submitted June 10, 2019 through June 24, 2019 is attached for approval for Check No. 58227 through Check No. 58278 and debit card purchases. A MOTION is in order.

**10. ADJOURNMENT**

**CITY OF MADISON  
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL  
REGULAR MEETING  
JUNE 10, 2019**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Thole on Monday, June 10, 2019, at 5:05 p.m. in Council Chambers at City Hall. Councilmembers present were: Tim Volk, Mayor Greg Thole, Maynard Meyer, Paul Zahrbock, and Adam Conroy. Also present were: City Attorney Rick Stulz and City Clerk Kathleen Weber. Absent: City Manager Val Halvorson.

**AGENDA**

Upon motion by Meyer, seconded by Zahrbock and carried, the Agenda was approved as amended. Additions to the agenda include resolution regarding capital budget request. All agenda items are hereby placed on the table for discussion.

**MINUTES**

Upon motion by Volk, seconded by Conroy and carried, minutes from April 22<sup>nd</sup>, May 13<sup>th</sup>, and May 17<sup>th</sup> meetings were approved as presented.

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

None.

**CONSENT AGENDA**

Upon motion by Zahrbock, seconded by Meyer and carried, the Consent Agenda was approved as presented. Included on the Consent Agenda was the city's 2018 population estimate and notification of \$1,000 grant from the Madison Community Foundation to the Madison Arts Council.

**CITY COUNCIL CHECKLIST**

Council reviewed the City Council Checklist. Mayor Thole noted that City Manager Halvorson is continuing to work on a legacy grant from the MN Historical Society for the repair and/or replacement of roof, windows, and doors at City Hall which is on the National Register of Historic Buildings.

**CITY ENGINEER'S REPORT**

**Water Treatment Plant Filter Rehab Project:** Upon motion by Zahrbock, seconded by Volk and carried, Council approved Pay Estimate #2 to KHC Construction, Inc. for work completed on the Water Treatment Plant Filter Rehab Project. This pay estimate represents the final payment due in the amount of \$5,568.25.

**2018 Watermain Improvements:** Upon motion by Volk, seconded by Zahrbock and carried, Council approved payment to Bolton & Menk in the amount of \$1,062.50 for engineering work completed in connection with the 2018 Watermain Improvement Project.

**Eastview Improvements:** Upon motion by Conroy, seconded by Meyer and carried, Council approved payment to Bolton & Menk in the amount of \$6,420.00 for engineering work completed in connection with the Eastview Apartments cement/driveway improvements. It was noted that this project will be charged to the EDA department and will more than likely be completed in stages utilizing local contractors for concrete work.

### **MADISON ARTS COUNCIL**

Councilmember Meyer informed Council that the grant application submitted by the Madison Arts Council to the Southwest Minnesota Arts Council for construction of an art project at the Avenue of Flags was not approved. The application process is very competitive and the Madison Arts Council will be able to apply again with revisions to better meet the grant criteria for approval. The group has decided to hold off on fundraising efforts until the grant portion of the project is figured out. Meyer noted the donation of “storyboards” currently located at Earthrise Farms which the Madison Arts Council would like to erect at the Avenue of Flags as an interactive piece to enhance the location. It was felt that this project may positively influence their future grant application, and if approved by the Council, they would approach civic organizations for assistance with installation and maybe request assistance from the city with a pathway from one storyboard to the next. Councilmember Volk also noted that he would like to add a plaque with history of the 155 howitzer that is located at that location. This would add another piece for people to view. After further discussion, Council approved moving ahead with this project.

### **GROUP HEALTH INSURANCE**

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-24** titled “Resolution Establishing Group Health Insurance City Benefits Contribution for the Year 2019” was adopted. This resolution would provide for the City of Madison to contribute \$805.70 and \$378.66 per month for family and single coverage plans, respectively, for full-time employees. Qualified part-time employees would be prorated at 50%. An HSA contribution of \$200 per month will be made to full-time employees in the city’s group health plan and \$100 per month for qualified part-time employees. Employees who opt out of the city’s group health plan will be eligible to receive \$578.66 per month to be used for supplemental insurance options. Council noted its decision at the special meeting on May 17<sup>th</sup> to withdraw the city’s participation in the SWWC Services Cooperative effective July 1, 2019, and to join Public Employees Insurance Pool (“PEIP”) for an annual estimated savings of over \$50,000 in group health insurance premiums which will be split between the city and the employees. A complete copy of Resolution 19-24 is contained in City Clerk’s Book #9.

### **SLEN PARK LIQUOR ORDINANCE WAIVER**

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-27** titled “Resolution Temporarily Waiving the Liquor Ordinance in Slen Park During the June 26, 2019, Block Party from 5 PM to 7 PM” was adopted. This would provide for the sale of beer along with non-alcoholic beverages during the Chamber Block Party on June 26<sup>th</sup>. A complete copy of Resolution 19-27 is contained in City Clerk’s Book #9.

### **CITY EMERGENCY MANAGER SERVICES**

Upon motion by Zahrbock, seconded by Thole and carried, Council authorized execution of an independent contractor agreement between the City of Madison and Paramount Planning Group, LLC, for the provision of emergency management services for a period of one year beginning July 1, 2019. The city’s emergency manager will conform to state and federal law as it relates to training under the federal National Incident Management System (“NIMS”). This is a requirement in order to receive disaster grants made available in catastrophic situations. The cost is \$400 per month for a planned 8 hours of work per month in completing outlined tasks. Councilmember Meyer noted that once a plan is in place, he wants to be sure that city officials and staff know what the plan is and who will be doing what. The plan should also be coordinated with other entities so there isn’t confusion during an emergency.

### **APPOINTMENT CITY EMERGENCY MANAGER**

Upon motion by Meyer, seconded by Volk and carried, **RESOLUTION 19-28** titled “Appoint the City Emergency Manager” was adopted. This would appoint Blain Johnson as the City’s Emergency Manager as detailed above. A complete copy of Resolution 19-27 is contained in City Clerk’s Book #9.



**ELECTRIC RATE PUBLIC HEARING**

Mayor Thole opened the public hearing at 5:32 p.m. in regard to increased electric rates as recommended and described in an Electric Rate Study performed by Missouri River Energy Services on behalf of the City. Delores Michaelson was in attendance at the meeting, but raised no questions at this time. The hearing will remain open.

**DEMOLITION ASBESTOS ASSISTANCE**

Council reviewed a request received from Kat Klein in regard to asbestos removal assistance in connection with the demolition project 317 2nd Street approved by council for participation in the city’s demolition assistance program. In a memo presented, City Manager Halvorson provided a proposed breakdown of demolition and asbestos removal costs along with city, county, and property owner shares. The property owner’s share totaled approximately 18% of the total. Councilmember Volk commented that the property owner’s share should be more than 18%. In discussion it was noted that these dilapidated properties won’t get cleaned up if the owner’s share is too high. Also, there are additional property owner expenses in land restoration that are not included in the calculations. Upon motion by Volk, seconded by Meyer and carried, Council approved participation in the asbestos removal assistance request contingent on Lac qui Parle County’s approval of their portion.

**BONDING BILL – MADISON RECREATION & ACTIVITY CENTER**

Upon motion by Conroy, seconded by Zahrbock and carried, **RESOLUTION 19-29** titled “Resolution Authorizing City Manager to File an Application with Minnesota Management and Budget Office for the Purpose of a Madison Recreation & Activity Center Project” was adopted. Mayor Thole noted that this project is a long-ways out there and is contingent on participation of a number of other entities. This resolution is the first step in trying to secure funding through a bonding bill with no actual commitment from the city on the proposed project. A complete copy of Resolution 19-29 is contained in City Clerk’s Book #9.

**MANAGER’S REPORT**

City Manager Halvorson absent but noted on agenda the acceptance of the resignation of Donald (Boomer) Fernholz as Public Works Director effective July 12, 2019. Council expressed appreciation to Boomer for his dedicated service to the City of Madison.

**MAYOR/COUNCIL REPORTS**

None.

**ELECTRIC RATE PUBLIC HEARING CONT’D**

Mayor Thole reminded council that the proposed electric rate increase is revenue-neutral to the city with various adjustments being made to different electric customer categories. The public hearing regarding increased electric rates was closed at 5:45 p.m. Upon motion by Volk, seconded by Zahrbock and carried, **RESOLUTION 19-23** titled “Resolution Amending Electric Utility Service Rates” was adopted. The new rates will go into effect with the July billing due August, 2019. A complete copy of Resolution 19-23 is contained in City Clerk’s Book #9.

**DISBURSEMENTS**

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between May 14<sup>th</sup> and June 10<sup>th</sup>, 2019. Debit card purchases made between May 14<sup>th</sup> and May 28<sup>th</sup> were also approved.

There being no further business, meeting adjourned at 5:52 p.m.

\_\_\_\_\_  
Greg Thole – Mayor

**ATTEST:**

\_\_\_\_\_  
Kathleen Weber – City Clerk

# LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

### Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

## ORGANIZATION INFORMATION

Organization Name: St. Michael the Archangel Church Previous Gambling Permit Number: X-37005-18-012

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 41-0764100

Mailing Address: 412 W 3rd St

City: Madison State: MN Zip: 56256 County: Lac qui Parle

Name of Chief Executive Officer (CEO): Rev. Brian W. Oestreich

CEO Daytime Phone: 507-829-6667 CEO Email: stmichael1891@gmail.com  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): stjohnortonville@gmail.com

## NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal     Religious     Veterans     Other Nonprofit Organization

### Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:
  1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
  2. the charter or letter from your parent organization recognizing your organization as a subordinate.

## GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): St. Michael the Archangel Church

Physical Address (do not use P.O. box): 412 W 3rd St

Check one:  
 City: Madison Zip: 56256 County: Lac qui Parle  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): September 21, 2019

Check each type of gambling activity that your organization will conduct:

Bingo     Paddlewheels     Pull-Tabs     Tipboards     Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**  
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: Rev. Brian W. Oestreich

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

\_\_\_\_\_ a copy of your proof of nonprofit status; and

\_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

**MEETING AGENDA HRA of Madison**

310 Park Avenue  
Madison, MN 56256

**Meeting Description** Regular Meeting

**Results Desired**

**Date:** June 13, 2019 **Time** 11:30a.m. **Location** Authority Office

Start	Stop	Total Hours	Start	Stop	Total Hours

Call to Order:

Action on Minutes:

**FINANCIAL REPORT:**

Project Performance Reports: April '19 – (26.01)

Correspondence: None

Maintenance: Nothing new on David Jacobsen.

Update on Travis Redepenning working on #113 & #238. Plbg. problem in #119.

Test for boiler license will be taken 6/12/2019.

Occupancy: #113 is vacant. #238 will be occupied 6/15/2019.

Review of upcoming changes in apartment occupancy.

Old Business: Report on the leveling of floor in #113.

New Business: Ryan Young will be present to go over insurance renewal.

Discussion of 5 year plan.

Other Business:

Adjournment:



MINUTES  
REGULAR MEETING  
MAY 9, 2019

The Board of Commissioners of the HRA of Madison, MN met on Monday, MAY 9, 2019 at the office of the authority. Commissioners present were: Stan Olson, Carlyle Larsen, Karie Sorknes and Missy Heinrich. Absent was Board Member Judi Nelson. Also present was Executive Director Kathy Bungarden and Travis Redepenning from Maintenance.

Chairperson Karie Sorknes called the meeting to order at 12:08 p.m.

Maintenance: Travis Redepenning has been doing the general maintenance of Park Avenue Apartments along with working in apt. #113 to get it move-in ready. Travis let the board know that he would be using his father's mowing equipment from MD Lawn Care in order to do a better and quicker job on Park Avenue's lawn. Travis has completed the Lead Safe training and past the exam. Travis has also completed the boiler training in Marshall and will take the exam on the earliest available date.

***CORRECTION: Upon completion of his boiler training Travis Redepenning found out that he will be testing for a Special Engineers license again (not a Class C) since it was so long ago he had his first license.***

Kathy gave an update on David Jacobsen stating that she had spoken to Betty Torrez regarding the Administrative Conference that was held on April 25, 2019. Since no one disputed the fact that David Jacobsen is working for The Pines it was agreed upon that further payments to David Jacobsen would be for temporary partial not temporary total disability. David Jacobsen is no longer seeing Dr. Vener, but has transferred completely to the doctor with TRIA. He recently received cortisone shots in his knee and we await the results of those shots.

The minutes of the regular meeting on Thursday, April 15, 2019 were discussed. After a couple of corrections, the minutes were approved as written.

The financial report was reviewed. After a short discussion by the board regarding checks #6963 - #6988 for a total amount of \$15,258.35 a motion was made by Karie Sorknes and seconded by Carlyle Larsen to pay the bills. Motion carried.

Kathy Bungarden had the Performance Report numbers from Loucks & Schwartz for March, 2019 (23.47).

Occupancy Status: #113 is vacant and #238 will be vacated by 5/31/2019.

**OLD BUSINESS:**

**NEW BUSINESS:** Kathy reported getting notice of the 2019 Capital Fund amount being \$56,240.00. This is up approx. \$3,000.00 from 2018.

Kathy had met with Alton Lindquist regarding how to go about leveling the floor of the north "sun porch" room in apt. #113. Alton suggested going with a wood floor which would be much cheaper than concrete. Alton gave Kathy an approximate cost of \$2,500.00 to complete the project. After a short discussion, a motion was made by Karie Sorknes and seconded by Missy Heinrich to go ahead with the floor leveling project. Motion carried.

No further business forthcoming the meeting was adjourned at 1:05 p.m.

The next regular meeting will be Thursday, June 13, 2019 at 11:30 a.m.

---

Chairperson – Karie Sorknes

---

Co-Chairperson – Stan Olson

Minutes prepared by KB on 05/09/2019.

**FINANCIAL STATEMENT** May, 2019  
**Balance as of last statement** \$ 501.40

Income for May, 2019

Rent	35		\$329.00	\$ 11,517.00
Cable	28			\$ 870.00
AC	34			\$ 145.00
Garage	10			\$ 385.00
Fr.	3			\$ 6.00
			\$ -	\$ 13,424.40

**Other Income**

Maintenance - Rent, Cable, Freezer, A/C

Laundry			\$ 326.00	
Transfer from Savings		5/9/23019	\$ 2,000.00	
Int. on Ck.		4/30/2019	\$ 0.12	
			\$ 2,326.12	\$ 2,326.12
				\$ 15,750.52

2117	5/9/2019	Auto	S.S.-\$556.03;Medi-\$130.04;Fed.-\$332.00	\$ 1,018.07
4190	5/9/2019	6963	Prairie Five Senior Dining	\$ 102.50
4190	5/9/2019	6964	Travis Redepinning(Mileage Lead Safe & Boiler	\$ 304.95
4110	5/15/2019	6965	Kathy Bungarden	\$ 1,040.10
4110	5/31/2019	6966	Kathy Bungarden	\$ 1,040.10
4170	5/9/2019	6967	Loucks & Schwartz	\$ 305.00
4190	5/9/2019	6968	Frontier Telephone	\$ 235.34
4190	5/9/2019	6969	KLQP-FM	\$ 31.90
4190	5/9/2019	6970	Dollar General(Command Strips, Air Freshner)	\$ 12.69
4220	5/9/2019	6971	Judi Nelson(12.5 hrs. @ \$9.50)	\$ 109.67
4220	5/9/2019	6972	Joan Fernholz(16.5 hrs. @ \$9.50)	\$ 144.76
4220	5/9/2019	6973	Deb Rakow(12.25 hrs. @ \$9.50)	\$ 107.47
4330	5/13/2019	Auto	Minnesota Energy	\$ 1,027.71
	5/15/2019	Auto	City of Madison	\$ 3,684.48
4410	5/9/2019	6974	Bill Kells(7.5 hrs. @ \$15.00)	\$ 112.50
4410	5/15/2019	6975	Travis Redepinning	\$ 723.88
4410	5/31/2019	6976	Travis Redepinning	\$ 723.88
4420	5/9/2019	6977	Brehmers	\$ 40.04
4420	5/9/2019	6978	Builders First Source	\$ 56.52
4420	5/9/2019	6979	Capital One Commercial(Toilets)	\$ 373.81
4430	5/9/2019	6980	Automatic Building Controls	\$ 360.00
4430	5/9/2019	6981	Plunkett's	\$ 453.20
4430	5/9/2019	6982	Fernholz Concrete(Snow Removal)	\$ 250.00
4430	5/9/2019	6983	MEI Total Elevator Solutions	\$ 147.83
4430	5/23/2019	Auto	Mediacom	\$ 1,406.86
4430	5/9/2019	6984	Odden & Zimelman(Motor & Pulley in No. Dryer)	\$ 393.50

4430	5/9/2019	6985	Dave's Plumbing(#118 & #124 Shower Drain)	\$	184.25	
4430	5/9/2019	6986	The Window Place(#229)	\$	150.00	
4540	5/9/2019	6987	H.A.R.T.	\$	468.00	
4540	5/9/2019	6988	Kathy Bungarden H/C	\$	249.34	
				\$	15,258.35	-15,258.35
				\$		492.17

\*\*\*\*\*

Insured CD      \$25,191.54    Mat. Date 11/14/2019      Int. Rate 0.35%  
#S1000000499 1 year      Interest Yr. Ending 11/14/18 - \$162.69

Balance	Insured Money Market Savings	3/31/2019	\$105,649.41
	Subsidy	4/9/2019 \$	4,150.00
	Transfer to Checking		
	Interest	4/30/2019 \$	18.97
Balance		4/30/2019	\$109,818.38

\*\*\*\*\*

<u>YTD Int.</u>	<u>Sec. Dep. Klein Bank</u>	<u>Deposit</u>	<u>Payment</u>	<u>Balance</u>
\$3.16				
	3/31/2019			\$7,818.50
	4/12/2019 Interest	\$0.22		\$7,818.72
	Balance			\$7,818.72

- #234; 1 Dog - \$300 Deposit
- #239; 1 Cat - \$300 Deposit
- #125; 1 Dog - \$300.00 Deposit
- #240; 1 Cat - No Pet Deposit
- #236; 1 Cat - No Pet Deposit
- #109; 1/2 Dog - \$150 Deposit
- #230; 1/2 Cat - \$150 Deposit)



**PIONEERLAND LIBRARY SYSTEM BOARD MEETING  
THURSDAY, JUNE 20, 2019**

Second Floor Multipurpose Room, Willmar Public Library

RSVP by calling 320-235-6106 Ext. 28 (Laurie) or [laurie.ortega@pioneerland.lib.mn.us](mailto:laurie.ortega@pioneerland.lib.mn.us)

**6:30 p.m. Finance Committee (PLS headquarters Room 216)**

**7:00 p.m. Board Meeting**

**Agenda**

- I. Call to order
- II. Roll Call & Introductions
- III. Approval of agenda Action
- IV. Approval of April 18, 2019 Board & May 16, 2019 Exec/Finance minutes Action
- V. Committee Reports
  - A) Finance Committee**
    - 1) May 2019 financial report Action
    - 2) Approval of bills and check registers Action
    - 3) RLBSS Application (FY20) Action
  - B) Personnel Committee**
    - 1) New Hires: Amy Speiser, Library Asst. II, Clara City Action
    - 2) Director Evaluation Recommendation Action
- VI. New Business
  - A) 2020 funding request Info
- VII. Old Business
- VIII. Director's Report
  - A) Legislative wrap-up/next steps
  - B) Regional director vacancies
- IX. Other:
  - A) Future Board and Executive Meetings:
    - Next Board meeting is scheduled for October 17, 2019, @ 7:00 PM (Finance 6:30)
    - Exec/Finance Meetings: July 18, August 15, **September 26 (note date) @ 6:00 P.M.**
- X. Adjournment

# CITY COUNCIL CHECKLIST

6/21/2019

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	EXPECTED COMPLETION	COMPLETE
Planning and Zoning updates	12/28/2015	Thole	CM	Ordinance to be approved	completed
Landscape Library	11/2/2015	Thole	Parks	City Staff with design input from boards	completed
Pool House Renovations	7/13/2015	Conroy	CM, Parks	Work in Progress	completed
Playground – Kiwanis Kiddie Park	7/13/2015	Meyer	CM, Parks	Wood Fiber complete, city to repair turf around edges	completed
Outside City Limits Properties	8/13/2012	Zahrbock	CM, Attorney	Letter sent and responded from LqP Env.	completed
Downtown District Maintenance Fund	11/23/2015	Zahrbock	CM	Dismissed	completed
Sump Pumps	8/22/2016	Thole	CM, PW	Ordinance approved and notices mailed to homes	completed
Grand Theatre – Seat Project	5/11/2015	Meyer	CM	City will be fiscal agent and deliver acknowledgments for de	completed
Outside City Limits Properties	8/8/2016	Zahrbock	CM, Attorney	City Attorney to address with County Board	completed
Tree Trimming	9/26/2016	Meyer	CM, PW	obstructed sidewalks/streets documented and assigned	completed
Prairie Arts Center	2/8/2016	Thole	CM	Bathroom Upgrade Complete	completed
Public Restrooms	5/8/2017	EDA	CM, Meyer	Ag Society secured EDA Loan 5/7/18	completed
Storm Pond East Highway 40	8/10/2015	Zahrbock	CM, Engineer	Inlet side has been cleaned by City Crew	completed
Hazardous Houses	4/20/2017	Thole	CM, Attorney	Performed 2017 annual inspection letters issued.	completed
Daycare Shortage	5/8/2017	EDA	CM, Zahrbock	Opened 2/14/19	ongoing
LqP Players Agreement	9/25/2017	Meyer	KW	Agreement drafted for review	ongoing
Downtown Renovation Fund	9/22/2014	Meyer	CM,	Small Cities Development Grant	ongoing
Downtown Open Space	10/27/2014	Conroy	CM Parks Board	Trees, grass, For Sale Sign advertising MEDA contact	ongoing
Broadband Exploration	4/20/2017	Meyer	CM, committee	No change in grant requirements	ongoing
City Garage	4/20/2017	Thole, Fernho	CM	PW is cleaning out as time allows - Sell/Fix?	ongoing
Hwy 40 Curbing - ask MNDOT to repair	5/11/2015	Zahrbock	CM, Engineer	Planned Project 2023	ongoing
Recreation Facility	5/2/2017	EDA	CM, Conroy	Request entered, school participation unknown	ongoing
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Milestone 4 returned and response sent in.	ongoing
Pool Hours of Operation	3/25/2019	Zahrbock	CM, council	Opening June 2019	ongoing

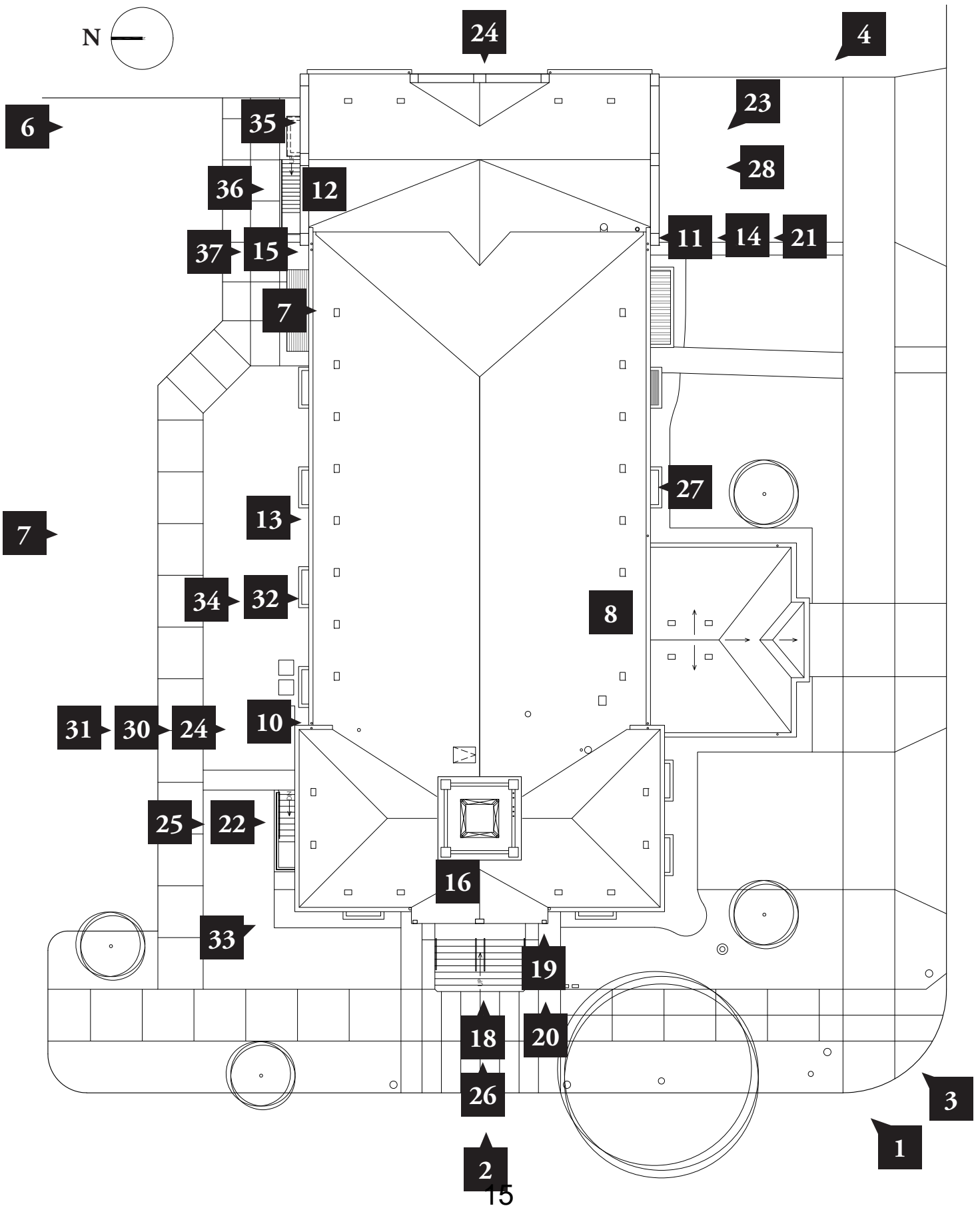
## Madison Community Center Financing Options

In order for a City to issue debt, the City needs to comply with Minnesota State Statutes. Cities typically do not have cash to pay for large capital expenditures. Once plans and a project budget have been prepared, debt service estimates can be prepared for possible financing options. The following is a summary of the state statutes that allow the issuance of debt for a community center facility as well as key points for each approach:

<b>Financing Approach</b>	<b>Referendum G.O. Bonds</b>	<b>Tax Abatement G.O. Bonds</b>	<b>EDA Lease Revenue Bonds</b>
<b>MN Statutes</b>	Chapter 475	Chapter 475 and Sections 469.1813-1815	Chapter 469 and Section 465.71
<b>Bond Process</b>	<ul style="list-style-type: none"> <li>-City calls for Election (special or at time of general election)</li> <li>-Notice of Election published</li> <li>-Election held</li> <li>-Majority voting in election determines if bonds can be issued</li> </ul>	<ul style="list-style-type: none"> <li>-Staff identifies parcels to be abated</li> <li>-City calls for Public Hearing</li> <li>-City holds Public Hearing</li> <li>-Abatement Program approval requires simple majority Council vote</li> <li>-Bonds can be issued</li> </ul>	<ul style="list-style-type: none"> <li>-EDA agrees to issue bonds for project</li> <li>-City enters into lease with EDA for term of bonds</li> <li>-Annually City agrees to budget to make payment to EDA to cover bonds</li> <li>-EDA issues bonds based on City lease</li> </ul>
<b>Advantages</b>	<ul style="list-style-type: none"> <li>-Can issue General Obligation (GO) Bonds</li> <li>-Rated to GO pledge</li> <li>-GO Bonds have lowest interest rate and lowest issuance cost</li> <li>-Property Taxes levied to pay bonds, if not reduced or cancelled by revenues</li> <li>-Can sell GO Bonds competitively</li> </ul>	<ul style="list-style-type: none"> <li>-Can issue GO Bonds</li> <li>-Rated to GO pledge</li> <li>-GO Bonds have lowest interest rate and lowest issuance cost</li> <li>-Property Taxes levied to pay bonds, if not reduced or cancelled by revenues</li> <li>-Not subject to 3% Net Debt limit</li> <li>-Can sell GO Bonds competitively</li> </ul>	<ul style="list-style-type: none"> <li>-Payment annually budgeted as part of operating budget and then levied on tax capacity to pay bonds, if not reduced or cancelled by revenues</li> </ul>
<b>Disadvantages</b>	<ul style="list-style-type: none"> <li>-Subject to referendum success</li> <li>-Difficult to issue other bonds that do not require a vote if referendum not successful and project needed</li> <li>-Requires 74-day notification to County Auditor</li> <li>-Subject to Net Debt limit of 3% of Assessors Estimated Market Value</li> <li>-Question assumes entire payment paid by taxes</li> </ul>	<ul style="list-style-type: none"> <li>-Maximum abatement per year is greater of 10% of Net Tax Capacity or \$200K</li> <li>-Maximum term of abatement is 15 years if the City alone participates or 20 years if one taxing jurisdiction declines to participate</li> <li>-Notice assumes primary source of payment paid by taxes</li> </ul>	<ul style="list-style-type: none"> <li>-Credit rating 1 to 2 notches below GO depending on function</li> <li>-Lease Revenue Bonds have higher interest rates (.50-1.00%) and higher issuance cost than GO Bonds</li> <li>-May need economic development district public hearing</li> <li>-May require debt reserve</li> <li>-May need mortgage as additional security</li> <li>-Leases over \$1M are subject to 3% Net Debt limit</li> <li>-May need to negotiate sale of Bonds</li> </ul>



PHOTO KEY







1 City Hall, historic view, date unknown



2 Front of City Hall, west elevation. June 2018.





3 City Hall, south elevation.



4 Firehouse, south elevation.





5 Firehouse, east elevation. June 2018.



6 Firehouse, north elevation. June 2018.





7 City Hall, north elevation. June 2018



8 Shingle roof—condition of shingles at south elevation. June 2018.





**9** Existing roof hatch, north elevation. June 2018.



**10** Example of improperly installed flashing. June 2018.





**11** Improperly installed roof edge, southeast corner of the roof. June 2018.



**12** Improperly installed flashing at parapet wall. June 2018.

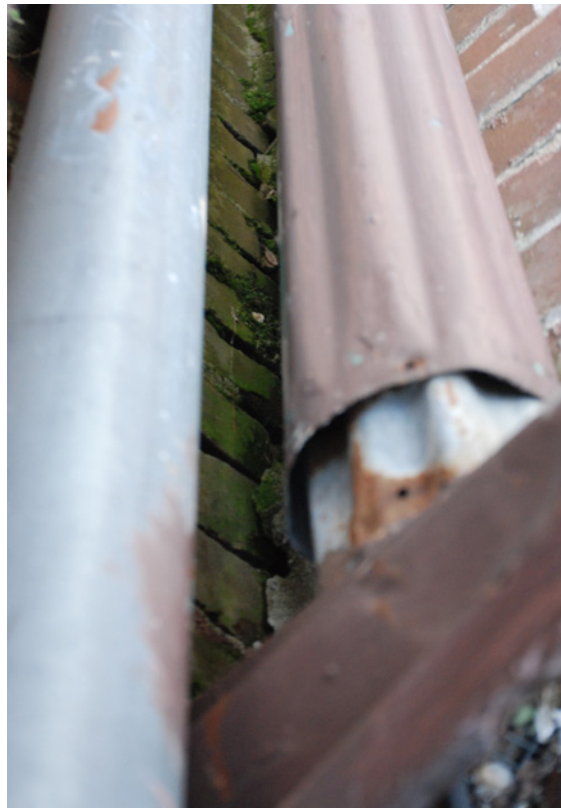


**13** View of existing venting at underside of soffit. June 2018.



**14** Intersection of wall between City Hall and Firehouse, missing flashing and conductor head. June 2018.





**15** Deteriorated mortar joint behind downspout at northeast corner between City Hall and Fire House. June 2018.



**16** View of top of the tower. Note remaining balustrade and the existing weather siren. June 2018.





17 Top of corrugated metal roof, north elevation. June 2018.



18 View of balcony over main entry at west elevation. June 2018.





**19** Area of deteriorated metal at pediment, main entry at west elevation. June 2018.



**20** Area of missing metal at decorative acanthus leaf at main entry, west elevation. June 2018.





**21** Deteriorated mortar joints at intersection between City Hall and Firehouse, south elevation. June 2018.



**22** Example of deteriorated mortar at foundation wall, north elevation. June 2018.





**23** Existing doors and deteriorated concrete driveway at Firehouse, south elevation. June 2018.



**24** Existing door at Firehouse, east elevation. June 2018.





**25** Concrete stair and door to basement at north elevation. June 2018.



**26** Typical pair of double-hung windows, west elevation. June 2018.





27 Typical arch window over pair of double-hung windows, south elevation. June 2018.



28 Typical triple arch-top windows at Firehouse, south elevation. June 2018.





**29** Typical condition of double-hung windows; metal storm window, deteriorated paint and wood casing. June 2018.



**30** Typical deteriorated paint condition at windows. June 2018.





**31** Typical deteriorated glazing putty at windows. June 2018.



**32** Typical basement window and well. June 2018.





**33** Northwest corner of building; guard rail and sump pump drain. June 2018.



**34** Typical wires attached to brick at north elevation. June 2018.





**35** Metal plate covering window well at Firehouse, north elevation. June 2018.



**36** Existing stair at north elevation to be removed. June 2018.





**37** Existing light fixture at north elevation, to be repainted. June 2018.





**NUMBER:**

1	Architectural feature: Roofing – asphalt shingles Approx. date of feature: Current shingles were installed in 1998
---	---

**Describe existing feature and its condition:**

The City Hall has a long-hipped roof with an intersecting smaller hipped roof at the west entry. The attached Firehouse has a gabled roof with parapets at the end walls. Existing laminated asphalt shingles are in poor condition; with many of the shingles are cupped, curled and deteriorated, especially at the south elevation. Many shingles have chipped and broken edges and a worn mineral granular surface. Shingles were installed over #15 felt with ice and water membrane at select locations. The roof at the elevator addition was installed at a later date and will not be included in the project.

**Describe work and impact on existing feature:**

Existing asphalt shingles and underlayment will be removed to existing wood deck. New felt underlayment and self-adhering underlayment (ice and water shield) installed at ridge, valleys, roof edge and other intersections. New shingles will be laminated asphalt shingles to match existing shingles that are on the main portion of the building and also on newer elevator addition. The new installation will match the existing shingle material, color, and exposure as found at the elevator addition. The new roof will be weather-tight and have an appearance to match the existing roof that is to remain.

Photo No. 8, 9, 10, 11

Drawing No.: A104, A105, A200, A201 - A203, A50, A502 -A506

**NUMBER:**

2	Architectural feature: Sheet Metal Flashings and Trim Approx. date of feature: Date unknown, 1998 construction documents indicate that some of the existing flashings are to be scraped and repainted.
---	---

**Describe existing feature and its condition:**

The condition of the flashings varies; some are in good condition and some are in poor condition. There are some flashings that were improperly installed (nailed on top of shingles) and some areas that are without flashing. Proper installation of the new asphalt shingles will require the removal of the existing flashings, so all will be replaced. It appears that most of the metal is galvanized with an on-site painted finish, which is in fair to poor condition.

There is a metal coping at the parapet walls at the north, east and south ends of the Firehouse. The metal has a ribbed texture and has been painted. At the back side of the parapet, the metal is bent and not properly attached to the masonry wall, allowing water infiltration.

**Describe work and impact on existing feature:**

The existing flashings will be removed, and new flashings will be installed. The new flashings will be located at the roof edge, valleys, vent stacks, parapet, and all intersections of walls including at masonry and the tower. New coping flashing to match the appearance of the existing will be installed. The new flashings will ensure that the roof is weather-tight and will extend the life of the roof.

Photo No.: 10, 11, 12

Drawing No.: A104, A105, A201, A500- A506

**NUMBER:**

3

Architectural feature: Gutters and downspouts  
 Approx. date of feature: Unknown; Original drawings indicate built-in gutters

**Describe existing feature and its condition:**

Original drawings show City hall with built in gutters that have since been removed. Currently there are existing 6" k-style painted galvanized metal gutters at most of the roof edges, (there is no gutter at the upper hip roof at the east elevation as was shown on the original drawings). The gutter is in fair to poor condition and is undersized for the size of the roof area according to current requirements. The downspouts are painted galvanized metal with a corrugated round profile. The gutters and downspouts are in fair to poor condition. There are areas that are bent, rusted with holes, and missing sections. The finish was site applied and the paint is deteriorated or missing. The downspouts do not direct water from the foundation and there are water drainage problems at the intersection between City Hall and the Firehouse, where water is not contained in the gutter/downspout system and instead runs along the face of the brick wall.

**Describe work and impact on existing feature:**

The existing gutters and downspouts will be removed and new 8" K style gutters and 4" round downspouts will be installed. The drawings show that the original downspouts had a round profile. An additional downspout will be installed at the north elevation to direct the water from the main roof, this allows the slope of the gutters to be less and to handle additional water. The new gutters and downspouts will improve the removal of water from the building roof and deposit it away from the foundation. The installation of the new gutters and downspouts will not alter the appearance of the building and will assist in water drainage management.

Photo No. 11, 15

Drawing No.: A104, A105, A501, A504

**NUMBER:**

4

Architectural feature: Scupper and conductor head at parapet  
 Approx. date of feature: Unknown, possibly as part of the 1998 roofing project.

**Describe existing feature and its condition:**

At the intersection between the main building and the fire hall, there is an offset formed by the extension of the fire hall building roof parapet. Currently there is a combination of flashing and roof cement at this intersection, but nothing to direct or contain the water. It runs down the face of the brick corner, deteriorating the mortar and brick. There are plants growing in the open mortar joints.

**Describe work and impact on existing feature:**

Provide a new metal scupper and conductor head at the wall/roof intersection between the City Hall and Fire Hall at the northeast and southeast elevations. The new scupper/conductor head will direct the water from the Fire Hall roof to a downspout and away from the building. This will prevent the water from running down the face of the brick and causing deterioration. The historic appearance will not be altered and the original masonry will be protected.

Photo No.: 14

Drawing No.: AA104, A105, A201

**NUMBER:**

5

Architectural feature: Roof venting and roof hatch

Approx. date of feature: Unknown, possibly as part of the 1998 roofing project

**Describe existing feature and its condition:**

Venting at the roof is provided by a ridge vent and sporadic box vents located near the lower portion of the roof. There is also limited strip venting at the underside of the soffit. There is a vent stack at the southeast side of the Firehouse roof which is no longer used and there is indication of water infiltration at this location.

Roof hatch, currently there is access to the roof through an opening that is covered with a plywood door.

**Describe work and impact on existing feature:**

Calculations have determined that the existing venting is inadequate for proper ventilation of the roof so additional venting will be installed. Ridge vents and low-profile roof vents will be installed at the top of the roof and the under-soffit venting area will be increased to provide additional air flow to improve the performance of the roof shingles. The new venting will be less visible than the existing and will be closer to the original appearance when there was not venting.

A new metal roof hatch will be installed at the roof in the current location. The new hatch will be weather-tight and with a new ladder provide safe access to the roof if required by City personal. The new hatch will be an improvement from the existing.

The existing vent stack will be removed, and the roof sheathing patched to match existing surface plane to allow for the installation of shingles at this location. Removal of an unused vent stack and the resulting penetration ensures that the roof is weathertight and secure.

Photo No. 8, 9,13

Drawing No.:A104, A105, A506

**NUMBER:**

6

Architectural feature: Tower roof

Approx. date of feature:

**Describe existing feature and its condition:**

The existing roof at the tower is clad in metal. It is not known if this is the original material, but the original drawings indicate tin. The existing roof is quite deteriorated, with large areas of rust.

**Describe work and impact on existing feature:**

The metal will be removed, and a new EPDM roof will be installed. This will provide a weather-tight roof and at this height, the membrane will not be visible, the roof edge will be covered with metal flashing. The installation of the EPDM roof does not preclude the future installation of the dome. There may need to be additional flashing provided at any new penetrations.



Photo No.: 16

Drawing No.: A104, A105, A401, A500,

**NUMBER:**

7

Architectural feature: Bell Tower base and balustrade

Approx. date of feature: Unknown, parts could be from 1904 and 1934

**Describe existing feature and its condition:**

There are remnants of the bell tower at the west portion of the roof at the front of the building. Original drawings and historic photographs suggest that it is the lower part of a domed bell tower. The bell and dome were removed in 1934 due to rotted supports. The bell has been relocated to the fire station, and a weather siren has taken its place. The bottom section structure is in fair condition, although the painted clapboard siding is not. The balustrade at the top of the structure is very deteriorated and most sections are missing. The top and bottom rail have previously been replaced (currently 2 x 4's) and there are many missing balusters. The wood cladding at the corner piers is deteriorated and in places, missing sections of wood. Most of the wood is deteriorated and the paint finish is missing.

**Describe work and impact on existing feature:**

It appears that the structure is sound so that will remain, with new painted clapboard siding installed and a new painted wood balustrade constructed matching the existing. The balustrade as shown on the original drawings varies from what is extant, and since the existing balustrade was confirmed by historic photographs, the existing balusters will be used as a template for new pieces. While the dome will not be returned, the tower will be brought back to a sound condition and maintain the appearance that it has had since 1934 and with the weather siren reinstalled, continue to serve the community. The weather siren must be maintained due to the required height which is critical to reaching the most residents. There are not other options that would provide this same notification range.

Photo No. 1-3, 9, 16,

Drawing No.: A104, A105, A200-A203, A500, A550

**NUMBER:**

8

Architectural feature: Decorative metal ornament

Approx. date of feature: 1904

**Describe existing feature and its condition:**

There is a small balcony over the main entry at the west façade. It has a painted galvanized balustrade with metal balusters, some with small holes. The paint is in peeling and in poor condition. There are painted galvanized metal brackets above the balcony, also with deteriorated paint finish and small holes. There is a plywood sign attached to the balustrade that is causing damage to the balcony.

There is a painted galvanized metal pediment over the gable end at the west elevation, over the entry. The metal is in fair condition with one area of deterioration. The paint finish is in poor condition.

**Describe work and impact on existing feature:**

The balustrade and brackets are important elements and provide a focal point at the main entry. Metal repairs will be made to provide a weather-tight condition and new paint finish applied to ensure that this

important original feature remains. The two missing acanthus leaves will be replaced. The existing sign will be removed. The balcony will be weather-tight and be returned to its historic appearance.

Photo No.: 2, 18-20

Drawing No.: A200 – A203, A400

**NUMBER:**

9

Architectural feature: Metal roof at stair enclosure  
Approx. date of feature: Unknown

**Describe existing feature and its condition:**

Metal roof at stair enclosure: There is a small stair enclosure over the existing stair to the east end of the basement at the north elevation of City Hall. The stair and door are shown on the original drawings, but the enclosure is not, and the date it was constructed is not known. The materials suggest a contemporary construction date. The walls are clad in factory finished metal ribbed panels. The roof is site painted corrugated metal pieces. The walls are in good condition, but the roof is in poor condition. The paint is deteriorated, there is some rusting and the roof is composed of many small pieces. The enclosure provides protection of the original entry door and window assemble. This entry has been used for deliveries to the adjunct kitchen.

**Describe work and impact on existing feature:**

A new metal roof will be installed with a factory finish. The new roof will be installed with larger sheets of metal reducing the number of seams and areas for leaking. The new roof will be weather-tight, and the appearance of the building will not be altered. The new roof will address all drainage issues in this location.

Photo No. 7, 17

Drawing No.: A009, A100, A200

**NUMBER:**

10

Architectural feature: Wood exit stair from Fire House  
Approx. date of feature: Unknown

**Describe existing feature and its condition:**

There is a wood exit stair at the north elevation of the Firehouse. The stair extends from grade to the second-floor level. There is no stair or opening at the location of the existing door shown on the original drawings. It is not known when the door opening was made, and the stair constructed. The stairs are set on concrete blocks, rather than a footing. The treated lumber suggests they are a contemporary build. The wood is in poor condition and there is no protective finish. The second floor of the Firehouse is not occupied and there are no plans for it to be.

**Describe work and impact on existing feature:**

The stair will be removed. The door will be replaced (see item 13). If there is ever a requirement for additional egress, a new stair could be constructed but at this time, it is safer for the stair to be removed. The removal of the stair will not adversely affect the appearance of the building and will improve public safety.

Photo No. 6, 36

Drawing No.: A099, A100, A200

**NUMBER:**

11

Architectural feature: Windows  
Approx. date of feature: 1904

**Describe existing feature and its condition:**

The windows appear to be original and match the windows on the original drawings, and historic photographs.

At City Hall the large double hung windows are set in pairs, at the west side of the building, and at the north and south side of the building, the pairs are under a large arched window. At the front (west) portion of City Hall, there are pairs of double hung windows on either side and above the main entry doors. And around the corner at the northwest and southwest sides, there are additional double hung windows of similar size. There are smaller double hung windows at the foundation level at all facades.

The second-floor windows at the Firehouse have arched tops; a pair at the east elevation, and a set of three at the north and south elevations. The first-floor windows at the north and east elevations are large single double hung windows with a brick arch top.

The windows are in fair condition. The wood is in good condition and most of the glass is intact. There are areas of deterioration, primarily at the bottom of the sash or the exterior sill or bottom of the jamb due to moisture wicking. There are some broken sash cords and cracked panes of glass. The glazing putty is in poor condition as well as the paint, especially at the exterior. The lack of paint is accelerating the damage to the windows. The weather-stripping is not adequate and the perimeter sealant between the brick and wood frame is in very poor condition.

**Describe work and impact on existing feature:**

The windows will be repaired, maintaining as much of the original window as possible with wood epoxy or wood component replacement. New sash cords will be installed. New glass will replace any cracked panes. New glazing putty will be installed as required. Missing hardware will be replaced to match existing. Exterior frame, sill and sash at all windows will be painted. New sealant will be installed between the window and the masonry wall. This work will maintain and extend the life of the existing windows and will maintain the original window appearance of the building.

Photo No. 4-7, 23-25

Drawing No.: A200-A203, A600, A601

**NUMBER:**

12

Architectural feature: Storm windows  
Approx. date of feature: Unknown

**Describe existing feature and its condition:**

There are existing aluminum storm windows at most of the windows (not at arched windows and limited basement). The existing storms are in poor to fair condition. There are gaps at the joints, operation is limited and there are some storms that are damaged.

There are no storm windows at the arched windows at the north and south elevations. These windows are quite deteriorated due to weather exposure. The glazing putty is cracked and missing, the paint finish is peeling, and the wood is dry and cracked.

**Describe work and impact on existing feature:**

The storm windows will need to be removed to restore the original windows. New wood storm windows will be installed that match the appearance of the original wood storm windows. There are remnants of the hardware of the original storm windows and historic photographs confirm the appearance. The original storm windows were 2/2.

New wood storm windows will be added to the arched windows to protect the wood, glazing putting and paint finish. New wood storm windows will be added to basement windows as well. The new storm window will protect the original window and return the windows to the original appearance.

Photo No.: 1-7, 26-29

Drawing No.: A200 – A203, A600, A601

**NUMBER:**

13

Architectural feature: Doors

Approx. date of feature: Dates of doors are unknown, three of the doors are not located in original openings, the fourth door is older but does not match the door as shown on the original drawings.

**Describe existing feature and its condition:**

There are four doors which are part of the project due to deterioration;

City Hall basement door: there is a flush metal door at the north elevation at the bottom of the exterior stair. This door opening is shown found on the original drawings; the date it was added is not known. The door is an extension of an existing window opening. The door was painted, and the finish is missing, the door is very rusted. There are holes at the bottom of the door. There is a louver at the transom that is non-functional and covered at the interior.

Firehouse egress door; there is a flush metal door at the north elevation of the Firehouse at the top of the wood egress stairs. The finish is deteriorated, and the door is rusted and has holes at the bottom. The door is set in a wood frame and the wood is deteriorated. The second floor is not occupied and has not been for decades so there is not currently a need for a functioning door. This door or any opening are not found on the original drawings, when it was added is not known.

Firehouse entry door; next to the overhead garage door there is a door at the south elevation of the Firehouse. The door was a retrofit in the remaining space of the original masonry opening. The door is in poor condition and is not appropriate to the historic building. Originally the Firehouse had two masonry openings, each with a pair of cross-buck stile and rail doors and a transom window above. The masonry openings have been altered, into one opening with a large overhead garage door installed. The existing door is a retrofit in the remaining opening and is in poor condition.



Firehouse door at alley; there is a painted five-panel wood stile and rail door at the east elevation of the Firehouse. The door is in fair to poor condition. There have been modifications to the door, a substantial portion of the bottom rail has been removed. There is an existing stone stair tread with a layer of concrete on top, the door may have been cut to accommodate the increased tread height. The interior floor has been raised, and the door may have been altered due to this change. The bottom of the door is deteriorated at both the rail and bottom of the stiles. There is a transom above the door that is in fair condition.

**Describe work and impact on existing feature:**

City Hall basement door: This door will be replaced with a new hollow metal flush door with a solid panel transom above. The new door will be weather-tight and will not change the appearance of the building.

Firehouse egress door: The door will be replaced with a new hollow metal flush door. The door will not have operating hardware and will be secured in-place. The door will be weather-tight and will not change the appearance of the building.

Firehouse entry door: The door opening will be reconstructed to provide an opening in the plane of the original door. Although the masonry openings have been altered, and two smaller door openings are not functional for current uses, the new door will be reflective of the earlier doors. The new door will be a painted cross-buck wood stile and rail door. The new door will be weather-tight and appropriate for the Firehouse.

Firehouse door at alley: The existing door does not have the same configuration as the door in the original drawings, which was a four panel door in a different configuration, but since it is not known if what was actually built, this existing door will be used as a template for the new door. The existing frame and transom are in good condition so only the door will be replaced. The door will be painted wood stile and rail with five panels. The new door will be weather-tight and maintain the historic appearance of the building.

Photo No. 4-7, 23-25

Drawing No.: A102, A200, A201, A202, A402, A602, A603

<b>NUMBER:</b> 14
----------------------

Architectural feature: Masonry repairs

Approx. date of feature: The brick walls and stone foundation are original. Much of the mortar is replacement, date unknown.

**Describe existing feature and its condition:**

The mortar at the intersecting offset walls between City Hall and the Firehouse is very deteriorated. The brick and mortar joints have been subjected to water due to faulty flashing and downspouts that do not properly direct the water from the roof. The water falls across the face of the brick and mortar. Due to the shaded location, plant growth is prevalent, including trees. Some of the brick has been displaced and pushed forward.

The stone foundation is random stones with larger mortar joints. The existing mortar joints are very wide, with mortar applied across the face of the stone in many areas. The mortar appears to be very hard. There are some areas where the mortar joints are cracked, and the mortar is missing.

**Describe work and impact on existing feature:**

The mortar joints at the intersecting walls will be 100% repointed, and if the brick is projecting, it will be removed and reinstalled. If the brick is unable to be salvaged, replacement brick will be used. The new brick will match the physical characteristics of the exiting brick including size, color, texture, and coursing.

The mortar joints at the stone foundation will be 100% in limited areas. The loose and cracked mortar will be removed. Appropriate mortar will be installed, with joints slightly recessed from the face of the stone.

The masonry work will maintain a weather-tight condition and also return the building to it's former appearance, especially at the foundation. The use of an appropriate mortar (not too hard) will also prevent any further damage to the existing brick and stone.

Photo No. 5, 14, 15, 21,22,

Drawing No.: A200, A201, A202

**NUMBER:**

15                    Architectural feature:    Metal guardrail and window well grates  
                          Approx. date of feature: Unknown

**Describe existing feature and its condition:**

There is an existing metal guardrail at the exterior basement stairs at the north elevation. The existing rail is in good condition, but the short portion of guardrail does not extend to the adjacent wall, the space between not code compliant and a safety hazard.

The existing wood egress stair at the north elevation of the Firehouse is going to be removed. At the base of the stair is a window well that has a metal plate covering the opening. The plate is held in-place with a concrete block, and this is not a secure or safe assemble.

**Describe work and impact on existing feature:**

The metal guardrail is to be extended to provide a code compliant railing. The guardrail will be repainted.

At the window well, the plate will be removed, and a new painted metal grate will be installed. These two modifications will be safety improvements and not change the historic appearance of the building.

Photo No. 7, 33, 35

Drawing No.: A099, A100, A101, A200

<b>NUMBER:</b> 16
----------------------

Architectural feature:    Painting  
Approx. date of feature: Unknown, there was some painting as part of the 1998 roofing project.

**Describe existing feature and its condition:**

There is an existing painted metal cornice; (fascia, bed molding and soffit) at the perimeter of the roof. The west balcony has a painted balustrade, as well as decorative metal medallions at the roof edge and metal pediment above. The tower has painted wood clapboard siding and painted wood piers and balustrade. The

existing wood windows and casing have been painted as well as several of the doors. The condition of the paint is poor with much of the paint loose, peeling or missing, especially at the windows and doors. There is an existing light fixture located at the north elevation of the Firehouse, (non-functional) with no paint finish. The existing guardrail at the exterior basement stairs (north elevation) has a painted surface.

The existing gutters and downspouts have been painted as well as the coping at the parapet walls at the Firehouse. The roof of the exterior stair enclosure at the north elevation.

The existing paint color scheme is limited to one color, but historic photographs and existing surfaces suggest that there was a two-color scheme at the building.

**Describe work and impact on existing feature:**

All parts of the metal cornice are to be painted. The west balcony balustrade, medallions and pediment at the west elevation will be painted after repairs are made. The tower will be rebuilt, and the new materials are to be painted. The existing wood windows will be repaired as required and painted. New wood storm windows will be painted. New wood and metal doors will be painted. The existing light fixture will be painted. The new guardrail section at the exterior basement stairs (north elevation) will require the guardrail to be painted.

The existing gutters and downspouts will be replaced, as well as the coping at the parapets and the roof at the stair enclosure. The paint finish will be factory applied.

Paint color investigations will be conducted during the construction project to determine what colors are to be used, with the assumption that there will be two paint colors used.

Photo No. 1-7, 9-21, 23-33, 37-                      Drawing No.: A150, A200-203, A400- A402, A600-A603

**NUMBER:**

17
----

Architectural feature:    Concrete drive  
Approx. date of feature: The date of the existing concrete drive is unknown, but historic photographs show that there has been a drive in this location.

**Describe existing feature and its condition:**

There is a concrete drive at the south elevation of the Firehouse, between the street and the garage doors. The concrete drive is in fair to poor condition. Near the doors, the concrete is cracked and deteriorated. The firehouse is no longer used by the fire department but does house several emergency rescue vehicles including a boat. The existing drive does not have an apron. Historic photographs confirm that there has been a concrete drive with the existing size and configuration at this location. The date of existing concrete drive is unknown but assumed to not be original material due to appearance.

**Describe work and impact on existing feature:**

The garage doors will remain, but the personal door will be replaced. The new door will be set back, and the existing concrete will be removed and replaced to provide for the installation of a new threshold. A new concrete drive will be installed between the building to the sidewalk. The drive between the sidewalk and the street will remain. The new drive will have an apron near the doors.

Photo No. 4, 23

Drawing No.: A099, A100, A402

**NUMBER:**

18

Architectural feature: Sitework

Approx. date of feature: Unknown, although the site appears to be similar to the site in historic photographs, there have been some minor changes.

**Describe existing feature and its condition:**

Window wells; there are rectangular concrete window wells at the basement windows. The original drawings show the half-round window wells and it is not known if this shape was constructed. The sidewalls are concrete and in good condition. The wells have a soil base which has risen due to decomposing plant materials. This does not allow for proper drainage and plant material is accumulating at the windowsills, causing damage to the windows.

The grade between the foundation and the sidewalk at the north elevation slopes toward the building, which does not allow water to properly drain. The downspout adds additional water to this area and the north face elevation does not allow the area to dry.

**Describe work and impact on existing feature:**

Window wells; the base of the window wells will be cleaned out, soil excavated, and new gravel installed to allow for proper drainage inside the window well.

The area between the foundation and the sidewalk at the north elevation will be re-graded to provide positive drainage from the building. The grass area will be re-seeded. There will also be modifications made to the downspouts to move water from the foundation.

Photo No. 32, 33, 35

Drawing No.: A099, A100, A101

**NUMBER:**

19

Architectural feature: Electrical wiring

Approx. date of feature: Unknown, but given the materials, the exposed wiring is not original.

**Describe existing feature and its condition:**

At the north elevation, there is surface applied wiring, attached to the face of the exterior brick and stone water table. Much of the wiring appears to be active and in good condition. Some of the wiring is attached to the face of the brick or stone and some to the mortar joints. This is not a code compliant installation and detrimental to the face of the brick. There are several areas with past wiring anchorages remaining at the face of the brick.

**Describe work and impact on existing feature:**

Any unused wiring will be removed, and all remaining active wiring will be installed into conduit that will be installed above the stone water-table. Any holes in the face of the brick or stone and in the mortar, will be

patched or repointed. This will improve the appearance of the building and prevent further damage to the brick and bring the wiring into code compliance.

Photo No. 34

Drawing No.: A200

<b>NUMBER:</b> 20
----------------------

Architectural feature: Plaster walls and ceiling  
Approx. date of feature: 1904

**Describe existing feature and its condition:**

There is a plaster clad interior wall between the City Hall and the Firehouse. At the interior southwest corner of the firehouse there is deteriorated plaster which corresponds to the deteriorated mortar and brick at the exterior due to water infiltration. The plaster has come “unkeyed” and has fallen or is in danger of falling.

There is an interior wall at the northeast corner of the Firehouse stair, the damage at this wall also corresponds to the deteriorated masonry at the exterior which is due to water infiltration and poor drainage at this corner.

**Describe work and impact on existing feature:**

Both these walls are in rooms that are not used or that do not require at this time a finished wall surface. The plaster will be sounded (hammer test) to determine extent of attachment or “key” and any loose plaster removed. This removal will ensure that there are no injuries from falling material and allow for a repair in the future.

Photo No.

Drawing No.: A102, A103, A403



**CITY OF MADISON, MINNESOTA  
RESOLUTION 19-13-02  
(Code Enforcement fines & services)**

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

**RESOLUTION ESTABLISHING A FEE SCHEDULE PURSUANT TO §34.01 OF THE  
MADISON CODE OF ORDINANCES FOR THE YEAR 2019**

**WHEREAS**, the City Council is interested in establishing a fee schedule pursuant to §34.01 of the Madison City Code of Ordinances for the year 2019, effective June 24, 2019.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADISON, LAC QUI PARLE COUNTY, MINNESOTA** that the following fee schedule for the year 2019 be adopted pursuant to §34.01 of the Madison City Code of Ordinances.

<b>I. <u>LIQUOR LICENSES</u></b>	<u>Fee</u>
A. <u>RETAIL LIQUOR LICENSE</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	500.00
3. Annual Renewal	500.00
B. <u>WINE (RESTAURANT ONLY)</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	100.00
C. <u>TEMPORARY (1 or 3-day)</u>	
1. On Sale Liquor	50.00
2. On Sale Beer	50.00
D. <u>ON-SALE BEER (3.2 or STRONG BEER)</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	50.00
E. <u>SPECIAL CLUB</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	100.00
F. <u>SET-UP</u>	
1. Investigation Fee (New Applicants)	100.00
2. Initial License	100.00
3. Annual Renewal	50.00

G.	<b><u>OFF-SALE BEER</u></b>	
	1. Investigation Fee (New Applicants)	100.00
	2. Initial License	100.00
	3. Annual Renewal	50.00
II.	<b><u>GAMES OF SKILL</u></b>	
	Pool Tables/Pinball/Video Games/Bingo	15.00
III.	<b><u>OTHER</u></b>	
	Special Use Permit	15.00
IV.	<b><u>TATOO AND BODY PIERCING SERVICES</u></b>	
	1. Initial Application	250.00
	2. Initial Investigation	100.00
	3. Annual Renewal	100.00
V.	<b><u>ZONING PERMITS</u></b>	
	Value \$20,000 or Less	25.00
	Value Over \$20,000	50.00
	Petition to Subdivide Plats:	
	Less than 5 Lots	50.00
	5-10 Lots	75.00
	More than 10 Lots	100.00
	Variance Application	100.00
	Conditional Use Permit	100.00
	Special Permit	100.00
	Rezoning Request	100.00
	Code Amendment	375.00
	Street/Alley Vacation	75.00
	Annexation Request	250.00
		(plus State of MN fees)
VI.	<b><u>DOGS &amp; CHICKENS</u></b>	
	Dog License -Neutered Male and Spayed Female (Calendar Year)	N/C
	Dog License - Unspayed Female & Unneutered Male (Calendar Year)	N/C
	Chicken Permit – Initial Application	50.00
	Chicken Permit – Renewal Application	25.00

**VII. UTILITY & SERVICE CHARGES**

Street Digging Permit		100.00*
		*Plus Any Extra Costs for Street Repair
Water & Sewer Connection - Simultaneous		100.00
Sanitary Discharge Exception Permit (November 15 – April 15)		N/C
<u>Equipment Rent (Per Hour) – *Does not include labor</u>		
Sweeper		50.00
Loader/Blower		100.00
Truck		40.00
Tractor Mower		50.00
Grader		60.00
Cat Loader		75.00
Aerial Truck		75.00
Sewer Machine		50.00
*Labor of City Employee operating equipment – per employee per hour		20.00
<u>Labor &amp; Materials/Supplies (Per hour or quantity)</u>		
Labor (Per Hour)	(minimum charge)	50.00
Gravel (Per Yard)		8.00
Water (Per 100 Gallons - Hard)		0.25
Water (Per 100 Gallons - Processed)		1.00
Reclaimed Granite (Per Yard)		15.00
Reclaimed Pea Rock (Per Yard)		4.00
Salt & Sand (Per Yard)		12.00
Vehicle storage fee (Wastewater Plant)		10.00/day

**VIII. ADMINISTRATIVE CHARGES**

Maps		5.00
Copies (Per Page)		0.25
Fax Machine (Per Page)		1.50
Service Charge - Returned Checks		25.00
Assessment Search Fee		10.00
Copies of Audit Report (postage additional)		10.00
Peddler/Transient Merchant Permit		35.00

**IX. CITY HALL FACILITIES**

\*\$35 Extra charge for clean up

Madison Room	Basic Charge	25.00
	w/Set Up	35.00
Auditorium	Basic Charge	35.00
	w/Set Up	45.00
Basement	Basic Charge	35.00
	w/Set Up	45.00

<b>X.</b>	<b><u>RECREATIONAL</u></b>		
	Jacobson Park Wayside Rest (“rest area”)	Nightly: Tent	10.00
		Nightly: Camper/RV	20.00
		Weekly: Camper/RV	100.00
	Recreation Field Damage Deposit		100.00
	ATV Permit (per lifetime of vehicle)		25.00
	Golf Cart Permit (per lifetime of vehicle)		25.00
	Picnic Tables – rentals for non-city facilities (per table per day)		10.00
	Memorial Bench		1,020.00
	Memorial Bench Concrete Slab		105.00
<b>XI.</b>	<b><u>ELECTIONS</u></b>		
	Filing Fee		2.00
		*If petition filed, no charge	
<b>XII.</b>	<b><u>CODE ENFORCEMENT</u></b>		
	<b>Charges for Service:</b>		
	Dog/Cat Pound Boarding Fee		20.00/day
	Dog/Cat Impound Release Fee		25.00
	Mowing, Snow Shoveling, and Code Compliance Services	(minimum)	60.00/hour
	<b>Fines:</b>		
	Dog/Cat Running at Large Fine		50.00
	Parking Violations Fine		50.00
	Snow Removal (Sidewalk) Fine		50.00
	Vehicle Storage Fee (Impoundment)		10.00/day
	Vehicle Towing		125.00
	Sanitary Discharge Fine		50.00
	Code Violation – Public Nuisance Fine		50.00
<b>XIII.</b>	<b><u>SWIMMING POOL</u></b>		
	General Admission		3.00-3.50
	Season Pass - individual		75.00
	Season Pass - family		150.00
	Lessons (depends on swimmers level)		25.00-30.00
	Private Lessons		50.00
	Pool Rental		200.00
<b>XIV.</b>	<b><u>AMBULANCE DEPARTMENT</u></b>		
	Base Fee		900.00
	Mileage per loaded mile		20.00
	Transport Flight Crew to Airport		850.00
	Helicopter Assist		850.00
	Lift Assist		125.00

Standby		
Races (Per Hour)		50.00
School Events (Per Hour)		50.00
Hospital (Per Hour)		50.00
<b>XV. <u>PRAIRIE ARTS CENTER</u></b>		
Facility Rental		
(Weekly)		120.00
(Daily)		40.00
<b>XVI. <u>MILEAGE</u></b>		
Rate Reimbursement per mile (As established by resolution/ordinance)		IRS Rate
<b>XVII. <u>FIRE DEPARTMENT</u></b>		
First Hour**		1,000.00
Every Additional Hour		150.00
Materials		Determined as needed
Standby		
Races (Per Hour)		50.00
**Emergency (non-fire) Call		250.00-1,000.00

Upon the vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 19-13-02 was declared duly passed and adopted this 24th day of June, 2019.

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

Attest: \_\_\_\_\_  
Kathleen Weber  
City Clerk

**CITY OF MADISON, MINNESOTA  
RESOLUTION 19-30**

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

**RESOLUTION TEMPORARILY WAIVING §112.05 OF THE CITY  
LIQUOR ORDINANCE AT AVENUE OF FLAGS ON JULY 4, 2019**

**WHEREAS** the Madison Chamber of Commerce, in coordination with VFW Post 1656, will be hosting events on July 4, 2019; and

**WHEREAS** the organizers wish to have beer as well as non-alcoholic beverages available for purchase and consumption on public property known as Avenue of Flags at the intersection of Highway 75 and 2<sup>nd</sup> Street. Appropriate liquor licenses for this event are required.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Madison, Lac qui Parle County, Minnesota temporarily waives §112.05 of the city liquor ordinance for Chamber sponsored events at Avenue of Flags on July 4, 2019.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 19-30 was declared duly passed and adopted this 24<sup>th</sup> day of June, 2019.

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

Attest: \_\_\_\_\_  
Kathleen Weber  
City Clerk



**CITY OF MADISON, MINNESOTA  
RESOLUTION 19-31**

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

**RESOLUTION TEMPORARILY WAIVING §112.05 OF THE CITY  
LIQUOR ORDINANCE AT AVENUE OF FLAGS ON AUGUST 10, 2019**

**WHEREAS** VFW Post 1656 will be hosting a street dance on August 10, 2019; and

**WHEREAS** the organizers wish to have beer as well as non-alcoholic beverages available for purchase and consumption on public property known as Avenue of Flags at the intersection of Highway 75 and 2<sup>nd</sup> Street. Appropriate liquor licenses for this event are required.

**NOW THEREFORE BE IT RESOLVED** that the City Council of Madison, Lac qui Parle County, Minnesota temporarily waives §112.05 of the city liquor ordinance for a street dance event sponsored by VFW Post 1656 near Avenue of Flags on August 10, 2019.

Upon vote taken thereon, the following voted:

For:  
Against:  
Absent:

Whereupon said Resolution No. 19-31 was declared duly passed and adopted this 24<sup>th</sup> day of June, 2019.

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

Attest: \_\_\_\_\_  
Kathleen Weber  
City Clerk

SCHEDULED CLAIMS LIST

UP CK # 58227 - 58278

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
				BANK 1 - KLEIN/UNITED PRAIRIE				
				3551 AMARIL UNIFORM COMPANY				
IV148242	1	6/18/19	6/18/19	ELEC-JEANS/SHIRTS	434.86	604	604-49570-193	1
				INVOICE TOTAL	434.86			
				VENDOR TOTAL	434.86			
				110 ARCTIC GLACIER USA, INC				
061919	1	6/19/19	6/19/19	LIQ-ICE EXPENSE	99.07	609	609-49750-251	1
				INVOICE TOTAL	99.07			
				VENDOR TOTAL	99.07			
				120 BRYON M ARNESON				
006159	1	6/18/19	6/18/19	PARKS-TIRES	385.00	101	101-45200-221	1
				INVOICE TOTAL	385.00			
				VENDOR TOTAL	385.00			
				172 BELLBOY CORPORATION				
061919	1	6/19/19	6/19/19	LIQ-LIQUOR EXPENSE	2,130.71	609	609-49750-251	1
				INVOICE TOTAL	2,130.71			
				VENDOR TOTAL	2,130.71			
				190 BEVERAGE WHOLESALERS				
061919	1	6/19/19	6/19/19	LIQ-LIQUOR EXPENSE	2,395.65	609	609-49750-251	1
				INVOICE TOTAL	2,395.65			
				VENDOR TOTAL	2,395.65			
				3607 BOENKE WASTE HANDLING				
190401	1	6/18/19	6/18/19	SEW-TRANSFER @ WWTP	5,605.00	602	602-49450-409	1
				INVOICE TOTAL	5,605.00			
				VENDOR TOTAL	5,605.00			
				266 BOND TRUST SERVICES				
49781	1	6/18/19	6/18/19	'16 GO REF-INT-ST SEW REFUND	11,275.87	353	353-47000-602	1
	2			'16 GO REF-INT-WT TOWER	3,180.38	353	353-47000-605	1
				INVOICE TOTAL	14,456.25			
50750	1	6/18/19	6/18/19	'16 GO REF/WT-PAY AGENT FEE	475.00	353	353-47000-620	1
				INVOICE TOTAL	475.00			
				VENDOR TOTAL	14,931.25			
				320 BREHMER MOTOR SUPPLY				
061919	1	6/19/19	6/19/19	AMB-WIRE WHEEL/GRINDING WHEEL	17.48	201	201-44100-210	1
	2			PARKS-PICK UP TOOL	24.99	101	101-45200-219	1
	3			PARKS-BROOM/SANDING PAD	34.96	101	101-45200-219	1
	4			PARKS-TOWEL HOLDER	9.58	101	101-45200-219	1
	5			AMB-POLYURETHANE/FOAM BRUSH	27.57	201	201-44100-210	1
	6			PARKS-GARBAGE CONTAINER	68.00	101	101-45200-219	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
	7			PARKS-CLEANERS	40.96	101 101-45200-219	1
	8			POOL-KEYS/CLEANERNG SUPPLIES	149.77	101 101-45124-219	1
	9			PARKS-MOPPING SUPPLIES	142.98	101 101-45200-219	1
	10			PARKS-HOSE/NOZZLE/HANDLE	57.46	101 101-45200-221	1
				INVOICE TOTAL	573.75		
				VENDOR TOTAL	573.75		
4023426425				3514 CINTAS			
	1	6/18/19	6/18/19	SEW-SHOP TOWELS/MAT	10.79	602 602-49450-219	1
	2			STR-SHOP TOWELS/MAT	100.80	101 101-43100-209	1
				INVOICE TOTAL	111.59		
				VENDOR TOTAL	111.59		
061819A				510 CITY OF MADISON			
	1	6/18/19	6/18/19	UTIL DEPOSIT REF-V HALVORSON	150.00	604 604-22000	1
	2			UTIL INTEERST REF-V HALVORSON	2.75	604 604-49590-602	1
				INVOICE TOTAL	152.75		
				VENDOR TOTAL	152.75		
061919				3381 COCA-COLA BOTTLING			
	1	6/19/19	6/19/19	LIQ-POP EXPENSE	115.75	609 609-49750-251	1
				INVOICE TOTAL	115.75		
				VENDOR TOTAL	115.75		
061919				610 COUNTRYSIDE PUBLIC HEALTH			
	1	6/19/19	6/19/19	PARKS-REIMB SHIP GRANT OVERPAY	90.27	101 101-45200-580	1
				INVOICE TOTAL	90.27		
				VENDOR TOTAL	90.27		
26378				736 ERICKSON CHEVROLET			
	1	6/18/19	6/18/19	SEW-BRAKE REPAIR	249.70	602 602-49450-221	1
				INVOICE TOTAL	249.70		
				VENDOR TOTAL	249.70		
061819				775 FERNHOLZ DONALD			
	1	6/18/19	6/18/19	PARKS-FENCE REPAIR @ TENNIS CO	24.99	101 101-45200-219	1
				INVOICE TOTAL	24.99		
				VENDOR TOTAL	24.99		
061819				782 FIELDCREST FERTILIZER			
	1	6/18/19	6/18/19	STR-RED DIESEL/TRIMEC	1,074.25	101 101-43100-212	1
	2			PARKS-RED DIESEL/TRIMEC	857.69	101 101-45200-406	1
				INVOICE TOTAL	1,931.94		
				VENDOR TOTAL	1,931.94		

811 FRONTIER COMMUNICATIONS CORP



**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
061919	1	6/19/19	6/19/19	811 FRONTIER COMMUNICATIONS CORP WT-CIRCUIT-7/19	43.43	601	601-49400-321	1
				INVOICE TOTAL	43.43			
				VENDOR TOTAL	43.43			
061819	1	6/18/19	6/18/19	3244 VAL HALVORSON POOL-SWIM SUIT REIMB-RACHELHAL RACHEL & SARAH HALVORSON	35.00	101	101-45124-210	1
	2			POOL-SWIM SUIT REIMB-SARAH HAL RACHEL & SARAH HALVORSON	41.46	101	101-45124-210	1
				INVOICE TOTAL	76.46			
				VENDOR TOTAL	76.46			
061819	1	6/18/19	6/18/19	3605 HALVORSON, DEREK UTIL DEPOSIT REF-D HALVORSON	100.00	604	604-22000	1
	2			UTIL INTEREST REF-D HALVORSON	3.38	604	604-49590-602	1
				INVOICE TOTAL	103.38			
				VENDOR TOTAL	103.38			
523111	1	6/19/19	6/19/19	1124 ITRON WT-ITRON MAINT	598.84	601	601-49400-404	1
	2			SEW-ITRON MAINT	598.84	602	602-49450-404	1
	3			ELEC-ITRON MAINT	644.57-	604	604-49570-404	1
				INVOICE TOTAL	553.11			
				VENDOR TOTAL	553.11			
061819	1	6/18/19	6/18/19	1181 JUBILEE FOODS POOL-SCISSOR, PEROXIDE	8.31	101	101-45124-210	1
	2			PARKS-PAPER TOWELS	16.59	101	101-45200-219	1
	3			STR-PAPER PLATES	6.05	101	101-43100-201	1
	4			PARKS-CLEANER/TOILET TISSUE	46.62	101	101-45200-219	1
	5			PARKS-SUPPLIES	160.00	101	101-45200-219	1
	6			CTY HALL-FOAM CUPS	33.46	101	101-41940-219	1
	7			CTY HALL-UTENSILS/NAPK/PLATES	9.00	101	101-41940-219	1
				INVOICE TOTAL	280.03			
				VENDOR TOTAL	280.03			
9280	1	6/18/19	6/18/19	3298 KIRBY BUILT SALES PARKS-MEM BENCH-G BEYER	1,027.64	101	101-45200-441	1
				INVOICE TOTAL	1,027.64			
				VENDOR TOTAL	1,027.64			
061819	1	6/18/19	6/18/19	1451 HEATHER LILLEJORD AMB-EMT TRAINING REIMB-H LILLE	275.00	201	201-33429	1
				INVOICE TOTAL	275.00			
				VENDOR TOTAL	275.00			

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
061919	1	6/19/19	6/19/19	3036 LQP BROADCASTING COMPANY, INC LIQ-ADVERTISING EXPENSE	137.50	604	604-49590-410	1
				INVOICE TOTAL	137.50			
				VENDOR TOTAL	137.50			
061819	1	6/18/19	6/18/19	1326 LQP CO-OP OIL STR-FUEL EXPENSE	54.63	101	101-43100-212	1
	2			PARKS-FUEL EXPENSE	519.08	101	101-45200-212	1
	3			WT-FUEL EXPENSE	148.32	601	601-49400-212	1
	4			SEW-FUEL EXPENSE	235.95	602	602-49450-212	1
	5			ELEC-FUEL EXPENSE	146.55	604	604-49570-212	1
				INVOICE TOTAL	1,104.53			
061919	1	6/19/19	6/19/19	AMB-FUEL EXPENSE	134.72	101	101-42200-212	1
				INVOICE TOTAL	134.72			
				VENDOR TOTAL	1,239.25			
061819	1	6/18/19	6/18/19	3604 LUDVIGSON, JON UTIL DEPOSIT REF-J LUDVIGSON	150.00	604	604-22000	1
	2			UTIL INT REF-J LUDVIGSON	6.54	604	604-49590-602	1
				INVOICE TOTAL	156.54			
				VENDOR TOTAL	156.54			
061819	1	6/18/19	6/18/19	1520 LUND IMPLEMENT CO. PARKS-CARBURETOR/FILTER	55.91	101	101-45200-221	1
	2			PARKS-MOWER HYDRO LEAK	243.43	101	101-45200-404	1
	3			PARKS-TRIMMER	14.95	101	101-45200-221	1
	4			PARKS-MOWER ENGINE REPAIR	167.99	101	101-45200-404	1
	5			PARKS-BLADE	27.58	101	101-45200-221	1
				INVOICE TOTAL	509.86			
57372	1	6/18/19	6/18/19	FIRE-CHAINSAW	50.95	101	101-42200-221	2
				INVOICE TOTAL	50.95			
				VENDOR TOTAL	560.81			
P18130	1	6/19/19	6/19/19	1550 MACQUEEN EQUIP. INC. STR-BOLT IDLER	89.13	101	101-43100-221	1
				INVOICE TOTAL	89.13			
P18137	1	6/19/19	6/19/19	STR-BEARING	81.48	101	101-43100-221	1
				INVOICE TOTAL	81.48			
P18202	1	6/19/19	6/19/19	STR-FIBER/BUSHING/BEARING/SLEE	665.08	101	101-43100-221	1
				INVOICE TOTAL	665.08			
P18279	1	6/19/19	6/19/19	STR-SPIDER/DRIVING HUB/KEY	1,953.14	101	101-43100-221	1
				INVOICE TOTAL	1,953.14			
P18424	1	6/19/19	6/19/19	STR-PACER,AUGER	64.43	101	101-43100-221	1
				INVOICE TOTAL	64.43			

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
P18663	1	6/19/19	6/19/19	STR-MAINTENANCE SUPPLIES	734.48	101	101-43100-224	1
				INVOICE TOTAL	734.48			
P18675	1	6/19/19	6/19/19	STR-SLEEVE IDLER	144.06	101	101-43100-221	1
				INVOICE TOTAL	144.06			
P19163	1	6/19/19	6/19/19	STR-AUGER DR SHAFT	2,114.35	101	101-43100-221	1
				INVOICE TOTAL	2,114.35			
P19676	1	6/19/19	6/19/19	STR-CHAIN AUGER	2,247.69	101	101-43100-224	1
				INVOICE TOTAL	2,247.69			
P19896	1	6/19/19	6/19/19	STR-SLEEVE ASSY	1,279.57	101	101-43100-221	1
				INVOICE TOTAL	1,279.57			
				VENDOR TOTAL	9,373.41			
				3340 MADISON AUTO PARTS				
061919	1	6/19/19	6/19/19	PARKS-DIESEL ADDITIVE	63.98	101	101-45200-212	1
	2			POOL-EPOLY SYRINGE/SPREADER	9.98	101	101-45124-404	1
	3			POOL-NUTS/BOLTS/EPOXY	20.21	101	101-45124-404	1
	4			SEW-BATTERIES	3.49	602	602-49450-216	1
	5			POOL-O-RINGS	7.80	101	101-45124-404	1
	6			STR-DEGREASER/BRUSH/HANDLE	50.45	101	101-43100-215	1
				INVOICE TOTAL	155.91			
257455	1	6/18/19	6/18/19	FIRE-OIL DRY	29.97	101	101-42200-221	1
				INVOICE TOTAL	29.97			
				VENDOR TOTAL	185.88			
				1560 MADISON BOTTLING CO.				
061919	1	6/19/19	6/19/19	LIQ-BEER EXPENSE	6,467.30	609	609-49750-251	1
				INVOICE TOTAL	6,467.30			
				VENDOR TOTAL	6,467.30			
				1530 MARTIN TRUCKING LLC				
061919	1	6/19/19	6/19/19	LIQ-FREIGHT EXPENSE	198.80	609	609-49750-258	1
				INVOICE TOTAL	198.80			
				VENDOR TOTAL	198.80			
				3600 MD LAWCARE				
061919	1	6/19/19	6/19/19	ENVIRO-INSPECT & MOWING	1,210.00	101	101-44140-409	1
				INVOICE TOTAL	1,210.00			
				VENDOR TOTAL	1,210.00			
				3481 MIDWEST MACHINERY CO				
061919	1	6/19/19	6/19/19	FIRE-MOWER AIR FILTER	114.85	101	101-42200-221	1
				INVOICE TOTAL	114.85			
				VENDOR TOTAL	114.85			



SCHEDULED CLAIMS LIST

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
013097	1	6/18/19	6/18/19	1750 MILBANK COMMUNICATIONS ELEC-DASH RADIO INSTALL	131.57	604	604-49570-409	1
				INVOICE TOTAL	131.57			
				VENDOR TOTAL	131.57			
061819	1	6/18/19	6/18/19	1841 MN DEPT OF COMMERCE ELEC-1ST QTR PERMIT ASSESSMENT	64.16	604	604-49570-409	1
				INVOICE TOTAL	64.16			
				VENDOR TOTAL	64.16			
ABR02122701	1	6/18/19	6/18/19	1847 MN DEPT OF LABOR & IND. WT-PRESSURE VESSEL-TREAT PLANT	10.00	601	601-49400-437	1
				INVOICE TOTAL	10.00			
ABR02124381	1	6/18/19	6/18/19	STR-GARAGE PRESSURE VESSEL	10.00	101	101-43100-437	1
				INVOICE TOTAL	10.00			
				VENDOR TOTAL	20.00			
061819A	1	6/18/19	6/18/19	1920 MN VALLEY REC SEW-UTILITY EXPENSE	3,891.85	602	602-49450-380	1
	2			SEW-UTILITY EXPENSE	359.63	602	602-49450-380	1
				INVOICE TOTAL	4,251.48			
				VENDOR TOTAL	4,251.48			
061819	1	6/18/19	6/18/19	3606 NICHOLSON, DYLAN POOL-SWIMSUIT REIMB-D NICHOLSO	36.50	101	101-45124-210	1
				INVOICE TOTAL	36.50			
				VENDOR TOTAL	36.50			
061919	1	6/19/19	6/19/19	2204 PHILLIPS - ST. PAUL LIQ-LIQUOR EXPENSE	1,647.71	609	609-49750-251	1
				INVOICE TOTAL	1,647.71			
				VENDOR TOTAL	1,647.71			
364163	1	6/18/19	6/18/19	3115 RECREATION SUPPLY COMPANY POOL-TEST TABS/CHLORINE TABS	118.86	101	101-45124-216	1
				INVOICE TOTAL	118.86			
364394	1	6/18/19	6/18/19	POOL-ALKALINITY TEST TABLETS	25.75	101	101-45124-216	1
				INVOICE TOTAL	25.75			
				VENDOR TOTAL	144.61			
061919	1	6/19/19	6/19/19	3553 REMINGTON RIDGE VINEYARD LIQ-WINE	160.00	609	609-49750-251	1
				INVOICE TOTAL	160.00			
				VENDOR TOTAL	160.00			

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
439444	1	6/19/19	6/19/19	3559 RMB ENVIRONMENTAL LABS, INC SEW-CARBONACEOUS	134.00	602	602-49450-409	1
				INVOICE TOTAL	134.00			
445532	1	6/18/19	6/18/19	SEW-CHEMICALS	555.00	602	602-49450-409	1
				INVOICE TOTAL	555.00			
446291	1	6/18/19	6/18/19	SEW-CARBONACEOUS/PHOSPHORUS	128.00	602	602-49450-409	1
				INVOICE TOTAL	128.00			
				VENDOR TOTAL	817.00			
061919	1	6/19/19	6/19/19	3280 SCHWENDE'S GARDEN CENTER CTY HALL-FLOWERS	16.31	101	101-41940-219	1
				INVOICE TOTAL	16.31			
				VENDOR TOTAL	16.31			
061819	1	6/18/19	6/18/19	3386 SEEFELD, DUSTIN UTIL DEPOSIT REF-D SEEFELD	100.00	604	604-22000	1
	2			UTIL INTEREST REF-D SEEFELD	3.75	604	604-49590-602	1
				INVOICE TOTAL	103.75			
061819A	1	6/18/19	6/18/19	AMB-EMT TRAINING REIMB	275.00	201	201-33429	2
				INVOICE TOTAL	275.00			
				VENDOR TOTAL	378.75			
061819	1	6/18/19	6/18/19	3305 SIEDSCHLAG KARLY POOL-SWIMSUIT REIMB-K SIEDSCHL	47.89	101	101-45124-210	1
				INVOICE TOTAL	47.89			
				VENDOR TOTAL	47.89			
3474	1	6/18/19	6/18/19	2670 GREG THOLE ELECTRIC, INC PARKS-BB FIELD LIGHTS	123.36	101	101-45200-401	1
				INVOICE TOTAL	123.36			
				VENDOR TOTAL	123.36			
108183967	1	6/18/19	6/18/19	3547 ULINE PARKS-GAS CAN/SAFETY GLASSES	569.53	101	101-45200-406	1
				INVOICE TOTAL	569.53			
108639464	1	6/18/19	6/18/19	PARKS-GAS CAN X 2	204.32	101	101-45200-406	1
				INVOICE TOTAL	204.32			
				VENDOR TOTAL	773.85			
061719	1	6/17/19	6/17/19	2830 VERIZON WIRELESS CELL PHONE-5/19	2.00	101	101-43100-325	1
	2			CELL PHONE-5/19	2.00	601	601-49400-325	1
	3			CELL PHONE-5/19	2.00	602	602-49450-325	1
	4			CELL PHONE-5/19	2.31	604	604-49570-325	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST	GL ACCOUNT	CK SQ
	5			CELL PHONE-5/19	2.00	201	201-44100-325	1
				INVOICE TOTAL	10.31			
				VENDOR TOTAL	10.31			
061919				2940 WESTERN GUARD				
	1	6/19/19	6/19/19	LIQ-APRIL ADVERTISING	240.00	609	609-49750-342	1
	2			LIQ-MAY ADVERTISING	240.00	609	609-49750-342	1
	3			LIQ-VISITOR GUIDE	75.00	609	609-49750-342	1
				INVOICE TOTAL	555.00			
				VENDOR TOTAL	555.00			
2190				2944 WESTERN MN HEATING & COOLING				
	1	6/19/19	6/19/19	LIQ-AIR FILTER	38.48	609	609-49750-219	1
				INVOICE TOTAL	38.48			
				VENDOR TOTAL	38.48			
061919				3608 WOODSIDE, PAMELA				
	1	6/19/19	6/19/19	REFUND OF CREDIT BAL ON ACCT	8.63	101	101-37480	1
	2			REFUND OF CREDIT BAL ON ACCT	.12	604	604-37470	1
	3			REFUND OF CREDIT BAL ON ACCT	.81	604	604-37470	1
	4			REFUND OF CREDIT BAL ON ACCT	.10	605	605-37570	1
	5			REFUND OF CREDIT BAL ON ACCT	.28	602	602-37270	1
	6			REFUND OF CREDIT BAL ON ACCT	.31	601	601-37170	1
				INVOICE TOTAL	10.25			
				VENDOR TOTAL	10.25			
				BANK 1 - KLEIN/UNITED PR TOTAL	60,462.90			
				TOTAL MANUAL CHECKS	.00			
				TOTAL E-PAYMENTS	.00			
				TOTAL PURCH CARDS	.00			
				TOTAL ACH PAYMENTS	.00			
				TOTAL OPEN PAYMENTS	60,462.90			
				GRAND TOTALS	60,462.90			