

CITY OF MADISON
AGENDA AND NOTICE OF MEETING

Regular Meeting of the City Council – 5:00 PM
Monday August 26, 2024
Madison Municipal Building

1. CALL THE REGULAR MEETING TO ORDER

Mayor Thole will call the meeting to order.

2. APPROVE AGENDA

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

3. APPROVE MINUTES

Page 1

A copy of the August 12, 2024 regular meeting minutes are enclosed. A MOTION is in order. (Council)

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

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

5. CONSENT AGENDA

A. Madison City Hall – Firehouse Windows Pre-Construct Meeting - receive Page 4

B. Walk of Hope Poster – receive Page 7

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

6. UNFINISHED AND NEW BUSINESS

Page 8

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

Page 9

B. City Engineer Project Updates. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 11

C. Approve Conditional Use Permit – 302 5th Street East. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 19

D. Madison Art Innovation Center Report – Kris Shelstad. A DISCUSSION and MOTION may be in order. (Manager, Council)

E. Countryside Public Health – Liz Auch. A DISCUSSION and MOTION may be in order. (Manager, Council)

F. Small Cities Development Grant Conflict Statement. A DISCUSSION and MOTION may be in order. (Manager, Council)

Page 22

G. Resolution 23-35 Designating Fund Balances. A DISCUSSION and MOTION may be in order. (Manager, Council)

H. 2025 Preliminary Budget Discussion. A DISCUSSION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

- Direct Deposit Request

Page 23

8. MAYOR/COUNCIL REPORTS (Mayor/Council)

9. AUDITING CLAIM

Page 24

A copy of the Expense Approval Report is submitted for July 22, 2024 through August 12, 2024 and is attached. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
AUGUST 12, 2024**

Pursuant to due call and notice thereof, a rescheduled regular meeting of the Madison City Council was called to order by Mayor Greg Thole on Monday, August 12, at 5:00 p.m. in Council Chambers at City Hall. Councilmembers present were: Greg Thole, Maynard Meyer, Adam Conroy (arrived at 5:04 p.m.), Tim Volk, and Paul Zahrbock (arrived at 5:04 p.m.). Also present were City Manager Val Halvorson, City Attorney Rick Stulz and City Clerk Christine Enderson.

AGENDA

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

MINUTES

Upon motion by Meyer, seconded by Thole and carried, the July 22, 2024, regular meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

None

CONSENT AGENDA

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

(Councilmembers Paul Zahrbock and Adam Conroy arrived)

CITY COUNCIL CHECKLIST

City Council review the checklist.

There was a discussion on updating the East Highway 40 welcome sign as well as the speed sign for Highway 75.

CITY ENGINEER REPORT

City Engineer Kent Louwagie was present to provide updates on city projects.

2023 Infrastructure Improvements: Work is generally completed. Monitoring turf growth and working to startup the 9th Street generator.

2023 Sanitary Sewer Rehabilitation: Televising and spot repair liners is complete. Installing cleanouts on service laterals will continue soon.

Wastewater Treatment Plant Generator: Currently working on installation.

Water Treatment Plant Project: MDH approved the improvement plans. Costs have been incurred and will be eligible for reimbursement by loan or grant.

Sulfate and Chloride Variances: Ongoing communication with MN Pollution Control Agency.

Storm Grates: Have not found a contractor interested in replacing or repairing the storm grates.

PAY APPLICATION – R.L. LARSON

Upon motion by Conroy, seconded by Meyer and carried, the eighth pay application from R.L. Larson Excavating, Inc. for 2023 Infrastructure Improvement project was approved in the amount of \$42,440.21. This application is for work completed through August 2, 2024.

PAY APPLICATION – MUSSON BROS., INC.

Upon motion by Zahrbock, seconded by Volk and carried, the third pay application from Musson Bros., Inc. for 2023 Sanitary Sewer Rehabilitation project was approved in the amount of \$46,939.02. This application is for work completed through August 2, 2024.

SMALL CITIES DEVELOPMENT PROGRAM – CONFLICT OF INTEREST STATEMENT

Upon motion by Zahrbock, seconded by Volk and carried, Council acknowledged a potential Conflict of Interest as two city employees have applied for a grant and/or loan through the City’s Small Cities Development Grant Program. A legal opinion prepared by City Attorney Rick Stulz states that, in his legal opinion, this does not present a conflict of interest. The employees would not be receiving any benefit that is not available to other members of the community.

APPLICATION FOR EXEMPT PERMIT – PHEASANTS FOREVER

Upon motion by Meyer, seconded by Zahrbock and carried, the application for exempt permit for a raffle held at a Pheasant’s Forever event in February 2025 was approved.

PERSONNEL POLICY

Upon motion by Thole, seconded by Conroy and carried, Council approved the updated and revised Personnel Policy. Notable changes include vacation accrual schedule increase by one hour per month, logo and safety wear is provided to employees per OSHA rules, vacation payout of 40 hours when using 40 hours and 40 hours remain, as well as changes to separation and severance pay.

MADISON AMBULANCE BY-LAWS

Upon motion by Zahrbock, seconded by Meyer and carried, the revised by-laws for the Madison Ambulance Service were approved. The new by-laws simplifies the meeting dates and assigns disciplinary actions to the committee versus the group as a whole.

LIQUOR ORDINANCE WAIVER – ROCK THE BLOCK

Upon motion by Meyer, seconded by Conroy and carried, **RESOLUTION 24-22** titled “Resolution Temporarily Waiving the Liquor Ordinance on Main Street during the August 21, 2024, Rock the Block Party from 5PM to 8PM”, was adopted. This would provide for the sale of beer along with non-alcoholic beverages during the Chamber Rock the Block Party on August 21, 2024. A complete copy of Resolution 24-22 is contained in City Clerk’s Book #11.

CITY MANAGER’S REPORT

City Hall Selfie Day: To celebrate and show off the recent improvements to city hall, there will be root beer floats served on Thursday, August 15th for City Hall Selfie Day.

Swimming Pool: The last day open will be August 25th and the hours will be from 1-5 p.m.

Ambulance Rig: The ambulance service is borrowing a rig at no cost from the company the new rig was purchased from.

Mid-Year Financial Review: A mid-year review of the City’s investments, general and enterprise funds were provided to council.

Housing Taskforce: The next meeting will be August 27th. Southwest MN Housing Partnership will be onsite to review locations for qualifying projects. There are opportunities for grants this fall or next fall.

2025 Budget: Department heads are reviewing and updating budgets this month for 2025. A council review will be planned prior to the preliminary deadline of September 30, 2024.

Madison Baseball Association: Bart Hill has resigned from the association and Memorial Field duties.

Employee Vacancy Update: City Manager Halvorson is taking time to review the allocation of the open public works position and where adjustments may need to be made based on discussion of needs in other public works areas.

MRES: The CEO and Vice President of Public Relations of MRES visited the City last Friday. They look for feedback on services, the needs of the community and training opportunities.

Storm Ponds: After doing some research and talking to City Engineer Kent Louwagie, an herbicide was ordered to control the weed growth at the East Highway 40 storm pond.

MAYOR/COUNCIL REPORTS

Tree Cleanout: Councilmember Meyer noted the great work completed removing trees from the tree line by Fairway View.

Midwest Machinery: LqP County Highway Department purchased the land off East Highway 40 from Midwest Machinery.

EDA: Kris Shelstad will be marketing Madison and visiting with DEED and the University of MN Extension Office in the Fall.

Chamber: The meeting discussed the need for improving the welcome sign off East Highway 40, Rock the Block party, and the Chamber/Ag golf outing on Wednesday.

It was noted how well the City employees help with events at public establishments.

DISBURSEMENTS

Upon motion by Volk, seconded by Meyer and carried, Council approved disbursements for bills submitted between July 23 and August 12, 2024. These disbursements include United Prairie Check Nos. 66435-66527. Debit card and ACH transaction were also approved as listed.

There being no further business, upon motion by Conroy, seconded by Zahrbock and carried, meeting adjourned at 5:47 p.m.

ATTEST:

Greg Thole – Mayor

Christine Enderson – City Clerk

Meeting Agenda Pre-Construction Meeting

Project	Madison City Hall – Firehouse Windows & Door		
Owner	City of Madison		
Date	August 16, 2024	Time	1:30pm
Job Meeting No.	01		
Location	Microsoft Teams meeting		
Subject	Pre-site mobilization and coordination		
Present	Val Halvorson, City of Madison, City Manager Paul Freese, Old World Windows (OWW) Amy Van Gessel, MacDonald & Mack Architects (MMA)		
Next Progress Meeting	Tbd		

INTRODUCTIONS:

Date	Item
08/16/24	Contact Information

OLD BUSINESS:

Date	Item
08/16/24	n/a

NEW BUSINESS:

Date	Item
	Lines of Communication <ul style="list-style-type: none">• All communications between the General Contractor and the owner shall be conducted through MMA unless directed otherwise.• All suggestions, questions, RFIs, submittals, change order requests, and requests for payment to be formally communicated to MMA in writing for distribution to and resolution with appropriate representative from the City• No decisions or changes to the project will be made in the field• All decisions and/or changes to the project will be formally approved and issued in writing by MMA
	Use of the premise and existing building <ul style="list-style-type: none">• Parking lot

- Storage and trailer
- Restroom
 - Building restrooms available
- Access to power and water
 - Extension cord to interior outlet or generator, as needed
- Storage on-site
- Typical working hours
 - Usually work later in day, acceptable to owner
- Signage
 - Reuse signs from previous Window project

Sequence of work on building

- Keep accessible the garage doors
- See schedule

SCHEDULES:

Date	Item
	Look Ahead Schedule from OWW
9/09	1. Take windows back to shop, working on openings
	2. Work in shop on windows
09/23	3. Virtual Progress Meeting – Amy to schedule
10/07	4. Site to finish opening work, install windows
	5. Door installation
tbd	Progress Meetings <ul style="list-style-type: none"> • MMA to strategically plan site visits • Will visit during week of window install
tbd	Milestone 01 - <i>Grantee will submit window shop drawings to the Grants Office for review and comment prior to purchasing materials or proceeding with work.</i> <ul style="list-style-type: none"> • Paul will work on shop drawings (double hung, arched double hung)

SUBMITTALS:

Date	Item
	Submittal Procedures
	Photographs <ul style="list-style-type: none"> • Preconstruction photographs <ul style="list-style-type: none"> ○ Send photo of each individual window • Periodic construction photographs <ul style="list-style-type: none"> ○ Send photos of work at shop • Final completion photographs <ul style="list-style-type: none"> ○ Send photos of windows as installed from lift/ladder
	Paint <ul style="list-style-type: none"> • Product Data <ul style="list-style-type: none"> ○ Send color and data from previous window project • Drawdowns <ul style="list-style-type: none"> ○ Not needed
	Window Hardware <ul style="list-style-type: none"> • Paul to check for missing/broken hardware needing replaced
	Door Hardware

- Intent is to replace what is existing with the same if what's there is broken or beyond restoration.
 - Amy and Paul to coordinate.
- Stile and Rail Wood Door
- Shop drawings/photos

REQUEST FOR INFORMATION (RFI):

Date	Item
08/16/24	n/a

PROPOSAL REQUESTS (PR):

Date	Item
08/16/24	n/a

CHANGE ORDERS:

Date	Item
08/16/24	n/a

PROCESS PAYMENTS AND WAGES:

Date	Item
08/16/24	n/a

These minutes are considered the correct interpretation of all items discussed. Errors or omissions must be noted by or at the next scheduled meeting, or the minutes will be accepted as written.

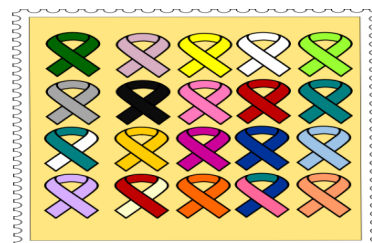
Minutes by Amy Van Gessel.

[Attachments:](#) none

[Distribution:](#) Attendees



- Free entertainment by Neon Gypsy
- Food by Sons of The American Legion
- Buzzy Bee Coffee



20th Annual Walk of Hope

3pm—6pm
Sunday, September 22, 2024
City of Bellingham

Bring a chair, relax, and enjoy
music by **Neon Gypsy**, treat yourself to food by **Sons of The American Legion**,
sip crafted nitro lattes by **Buzzy Bee Coffee** while walking and visiting
with friends and family for a great cause.

The Walk of Hope is supported by funds from Thrivent Financial for Lutherans

LqP Hope Network, Inc.
is a nonprofit
corporation of LqP County
serving to raise and disperse
funds to assist our
citizens touched by cancer

Make a donation online at
<https://givemn.org/organization/Lac-Qui-Parle-Hope-Network>

Like us on Facebook: Lac qui Parle Hope Network

CITY COUNCIL CHECKLIST

8/23/2024

ITEM	DATE	ADDRESSED BY	RESPONSIBLE TO COMPLETE	Progress Notes	COMPLETE
Downtown Renovation Fund	1/1/2022	Meyer	CM,	Reserve Fund \$20,369	
EDA CIP Program	1/1/2022	EDA	EDA	Madison Fitness and Detox New grants	
Downtown Open Space-Block 48	9/19/2022	Conroy	CM EDA	Listed for development on LOIS, and UMRDC.	
Daycare Performance/EDA Appropriation	9/1/2017	EDA	Community	licensed for 70 children, 68 are enrolled. Great summer help	
Infrastructure North Expansion	9/1/2021	Council	CM, council	Seeding - Lift Station Generator Check	
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Preconstruction Meeting Held - work to start September 9	
Tennis/Basketball Courts	7/2/2021	Conroy	CM, Parks	Grant Agreement expected this winter - reviewing timeline with BMI	
Carneige Library Roof	1/1/2022	Parks	Manager	Work has begun, delayed for masonry work	
Grand Theatre Projector	1/23/2023	Maynard	CM, council	Equipment installed	
Welcome Sign School Pride State Champ	8/20/2022	Zahbrock	CM, PZ, AC	Baseball Field - Chamber meeting 8/7/24 - Contacted Quick Sign of Willmar	



Real People. Real Solutions.



2040 Highway 12 East
Willmar, MN 56201

Phone: (320) 231-3956
Bolton-Menk.com

MEMORANDUM

Date: August 26, 2024
To: Honorable Mayor Thole and City Council
From: Kent Louwagie, City Engineer
Subject: Project Updates
City of Madison, MN
Project No.: 0W1.133147

Updates on city projects are provided below.

1. 2023 Infrastructure Improvements

Work on this project is generally completed. Turf growth to date has been spotty. We've notified the contractor that there are weeds and bare spots that need work.

2. 2023 Sanitary Sewer Rehabilitation

Lining the sewer mains is completed, except for the northernmost segment on TH 75 between 7th and 8th Street. The manhole at 8th Street will need to be replaced before this segment can be completed. Lining sewer services started the week of August 19th and will continue for the next week or two. We are finalizing plans for the remaining spot repairs that will require excavation.

On August 21st, they were installing the service liner 614 8th Street and had an equipment failure. This caused the liner to collapse inside the sewer service pipe, where it cured. The contractor will need to dig this service up and replace it. They are organizing an emergency repair, tentatively planned for August 29th. They are coordinating with the property owner to maintain sewer service until it is repaired.

3. Wastewater Treatment Plant Generator (DGR Engineering's Project)

Work continues on this project. The generator has been set in place. Some of the conduit and wiring has been installed. The contractor is working on the timeline to connect the generator to the treatment plant, which will require temporary disconnections for the existing power sources.

4. Eastview Improvements

Work on this project is completed. The contractor is preparing documentation to process final payment.

5. Pavement Management Plan

We are nearing completion of the draft report, which will outline the recommended pavement maintenance practices and estimated costs for the next several years.

6. Stormwater Pond Cleaning

Stormwater ponds accumulate sediment over time, and occasional cleaning is necessary to maintain their function. It is unknown if the Fairway View pond has been cleaned since it was constructed in 1994. The Park Avenue pond was constructed in 1998, and was partially cleaned in 2017.

Name: Honorable Mayor Thole and City Council

Date: August 26, 2024

Page: 2 of 2

Sediment from both stormwater ponds was tested and determined to be suitable for reuse without restrictions, meaning it does not need to be landfilled.

The estimated volume of sediment in each pond is:

- Fairway View Pond: 973 Cubic Yards
- Park Avenue Pond: 782 Cubic Yards
- Total: 1,755 Cubic Yards

For reference, a tandem axle dump truck can haul about 12 CY, so this is about 150 truckloads. Moisture content of the sediment has a significant impact on excavation and disposal costs. We are developing a cost estimated to complete this work. We anticipate this will be easier to complete in the winter.

7. Lead Service Line (LSL) Inventory

Minnesota Department of Health (MDH) is requiring all cities to complete an inventory of all water service lines. The goal of the inventory is to identify the material type of every service line. The inventory requires documentation of the pipe material on the utility side (between the main and the curb stop) and on the customer side (inside the house at the meter). The cost to develop the inventory is being covered by grant funds issued by MDH.

We sent a city-wide mailing asking property owners to submit information on their water service material inside the building. Bolton & Menk staff have gone door-to-door attempting to verify service pipe materials. Out of 868 water services, results to date are:

	Lead	Galvanized	Non-Lead	Unknown
Customer	9	8	332	519
Utility	0	0	745	123

Next steps in this process are:

- a. The LSL inventory will be submitted to MDH this week to meet the required deadline.
- b. MDH will review the submission for approval and notify the city when their inventory has been approved and made accessible on the Lead Inventory Tracking Tool (LITT). We anticipate this will occur by October 16th.
- c. This approval will begin the 30-day notification window for residents served by lead, galvanized, and unknown materials. Notification letters must be sent to each of the residents that have services identified in one of those three categories within that 30-day window.
- d. Once the notification process is complete, a certification form must be completed and returned to MDH. There is an additional 10-day window to send in this certification form.

If you have any questions or concerns at any time, please contact me at 320-905-5446 or Kent.Louwagie@bolton-menk.com

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

Special Meeting of the Planning & Zoning Commission –12:00 p.m.

23rd Day of August 2024

Madison Municipal Building Auditorium

1. **CALL THE SPECIAL MEETING TO ORDER**
Chair Maynard Meyer will call the meeting to order. (chair)

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. (comm.)

3. **APPROVE MINUTES**
A copy of the minutes of the March 7, 2024 Special Meeting is attached. A MOTION is in order. (comm.)

4. **PUBLIC HEARING @ 12:00 P.M.**
 - A. Wayne Borstad, Application for planning request. A DISCUSSION and MOTION may be in order. (comm.)

6. **UNFINISHED & NEW BUSINESS**
 - A. Storage Containers. A DISCUSSION and MOTION may be in order. (comm.)
 - B. Other (comm.)

7. **ADJOURNMENT** (comm.)

**MADISON PLANNING &
ZONING COMMISSION
SPECIAL MEETING MARCH 7, 2024**

Pursuant to due call and notice thereof, a special meeting of the Madison Planning and Zoning Commission was scheduled for Thursday, March 7, 2024, at 5:00 pm.

Members present: Maynard Meyer, Allan Thompson, Graylen Carlson, Greg Schmidt and Bill Matthes.
Others present: City Manager Val Halvorson.

AGENDA

Upon motion by Schmidt, seconded by Thompson and carried, agenda was approved as presented.

MINUTES

Upon motion by Meyer, seconded by Schmidt and carried, the June 23, 2023, meeting minutes were approved.

COMPREHENSIVE PLAN – PUBLIC HEARING

At this time, the public hearing in regard to the City of Madison Comprehensive Plan draft was opened. No one from the public was present for the Public Hearing.

After Commission discussion; upon motion by Carlson, seconded by Thompson and carried the Comprehensive Plan draft was adopted. Maynard Meyer closed the public hearing at 5:27 p.m.

OTHER

None

There being no further business, meeting adjourned at 5:28 p.m.

Maynard Meyer – Chairman

ATTEST:

Val Halvorson – City Manager

**NOTICE OF PUBLIC HEARING
CONDITIONAL USE**

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Planning Commission of Madison, Minnesota, will meet in the Auditorium of the Madison Municipal Building at 12 noon on Friday, August 23, 2024 in a public hearing to consider comments on the proposed Conditional Use Permit for construction of a 32' x 46' residential storage garage on property located at 302 5th Street East, in the City of Madison, Lac qui Parle County, State of Minnesota.

By Order of the Planning
Commission Secretary

Published in The Western Guard August 13, 2024

APPLICATION FOR PLANNING REQUEST
CITY OF MADISON

Street address of property: 302 5th Street East Zoning: Residential

Legal Description: Attached W 1/2 Lots, 7, 8, + 9 BLK 2

Applicant:

Name: Wayne Forstad Phone #: 214-545-8754

Address: 812 5th AVE

City/State/Zip: Madison MN 56256

Property Owner:

Name: Wayne Forstad Phone #: _____

Address: _____

City/State/Zip: _____

Type of request: Variance Rezoning Conditional Use Permit Plan Review

Subdivision Plat Other _____

Description of request: Build a 32ft x 46ft x 18ft

Steel Building Behind House

Existing use: OPEN LAWN

Is this a permitted use under the current zoning ordinance? Yes No If no, attach a copy of the conditional use permit, variance, or other document permitting use, or attach an explanation of why the use is permitted.

Has a variance, conditional use permit, or rezoning been applied for previously? Yes No When? _____

When the City is required to get outside review, such as legal, engineering, etc., or there are direct costs for processing the application, such as publishing required notices, the costs are billed to the applicant and the applicant, by signing this request, agrees to pay such fees.

[Signature]
Applicant Signature

Date: 8-7-2024

Application Received by:

Christine Anderson

Date: 8-7-2024

320-598-3648

Property ID: 54-0443-000

Owner: WAYNE BORSTAD APARTMENTS LLC
 ESCROW# 122
 GREATER COMMUNITY CREDIT UNION

Taxpayer(s):

TAXPAYER # 17058
 WAYNE BORSTAD APARTMENTS LLC
 802 N KEALY AVE STE 101
 LEWISVILLE TX 75057

Property Description:

MADISON CITY
 EVERGREEN ADDITION TO MADISON
 W1/2 LOTS 7, 8 & 9 BLK 2

Property Addr: 302 5TH ST E\MADISON, MN

2024 Property Tax Statement

		VALUES & CLASSIFICATION	
		Taxes Payable Year: 2023 2024	
STEP 1	Estimated Market Value:	43,400	59,400
	Homestead Exclusion:	17,360	23,760
	Taxable Market Value:	26,040	35,640
	New Improvements/ Expired Exclusions: Property Classification:	RES HMSTD	RES HMSTD
Sent in March 2023			
STEP 2	PROPOSED TAX		
Proposed Tax:(excluding special assessments)		616.00	
Sent in November 2023			
STEP 3	PROPERTY TAX STATEMENT		
First-half Taxes: May 15		574.00	
Second-half Taxes: October 15		574.00	
Total Taxes Due in 2024:		1,148.00	

\$\$\$ You may be eligible for one or even two refunds to reduce your property tax.
REFUNDS? Read the back of this statement to find out how to apply.

	Taxes Payable Year:	
	2023	2024
1. Use this amount on Form M1PR to see if you're eligible for a property tax refund. File by August 15. If box is checked, you owe delinquent taxes and are not eligible.	<input type="checkbox"/>	614.00
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.		
PROPERTY TAX AND CREDITS		
3. Property tax before credits	486.89	613.17
4. Credits that reduce property taxes:		
A. Agricultural and rural land credits		
B. Taconite tax relief		
C. Other credits		
5. Property tax after credits	486.89	613.17
PROPERTY TAX BY JURISDICTION		
6. County	71.92	85.80
7. City or Town	295.33	351.70
8. State General Tax		
9. School District: A. Voter approved levies	59.03	86.93
2853 B. Other local levies	54.52	82.47
10A. Special taxing district	6.09	6.27
B. Tax increment		
C. Fiscal disparity		
11. Non-school voter approved referenda levies		
12. Total property tax before special assessments	486.89	613.17
SPECIAL ASSESSMENTS		
13A. UTILITY ASSESSMT	296.39	296.60
B. PRIVATE WORK ASSMTS	170.92	170.92
C. ALL OTHER	619.80	67.31
14. Total property tax and special assessments	1,574.00	1,148.00

ISSUED: 07/17/2024

2 ND HALF PAYMENT STUB



*540443000

TAXPAYER # 17058
 WAYNE BORSTAD APARTMENTS LLC

RES HMSTD ACCT# 7816

Property ID Number:	54-0443-000
Full Tax for Year	1,148.00
Balance Due	.00
Penalty	
Total Paid	

IF TAXES ARE PAID BY AN ESCROW AGENT, DO NOT PAY. TAXES PAID IN FULL

ISSUED: 07/17/2024

\$30.00 service charge for all returned checks.

Your cancelled check will be your receipt.

0110000005404430002024007816

00000000000000001148006

Pay on or before October 15 to avoid penalty
 Real Estate Lac qui Parle County

Payable in **2024**

R

Make checks payable to:
 County Auditor-Treasurer

- CASH
- CHECK
- COUNTER
- MAIL

Mail to: Auditor-Treasurer
 600 6th St, Suite 5
 Madison, MN 56256

Check if address change on back
 If box is checked you owe delinquent taxes
 Detach stub and include with second half payment

1 ST HALF OR FULL PAYMENT STUB



*540443000

TAXPAYER # 17058
 WAYNE BORSTAD APARTMENTS LLC

RES HMSTD ACCT# 7816

Property ID Number:	54-0443-000
Full Tax for Year	1,148.00
Balance Due	.00
Penalty	
Total Paid	

IF TAXES ARE PAID BY AN ESCROW AGENT, DO NOT PAY.

ISSUED: 07/17/2024

\$30.00 service charge for all returned checks.

Your cancelled check will be your receipt.

0110000005404430002024007816

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Pay on or before May 15 to avoid penalty
 Real Estate Lac qui Parle County

Payable in **2024**

R

Make checks payable to:
 County Auditor-Treasurer

- CASH
- CHECK
- COUNTER
- MAIL

Mail to: Auditor-Treasurer
 600 6th St, Suite 5
 Madison, MN 56256

Check if address change on back
 If box is checked you owe delinquent taxes
 Detach stub and include with first half or full payment

\$ 200.00

State of Minnesota
County of Lac qui Parle
City of Madison



**APPLICATION
OF**

Wayne Borstad

302 E. 5th St.

**FOR ZONING/LAND
USE PERMIT**

Build Storage
Shed

Filed this 17th **day of**

July, **20** 24

APPLICATION FOR ZONING/LAND USE PERMIT

The undersigned owner whose address is 302 E. 5th Street, hereby

applies for a permit to Build
(build, add to, move, demolish, as case may be)

described as follows: Kind of construction Steel Building :

front or width in feet 32 ; side or length in feet 46 ; height in feet 20 ;

upon that certain tract of land described as follows:

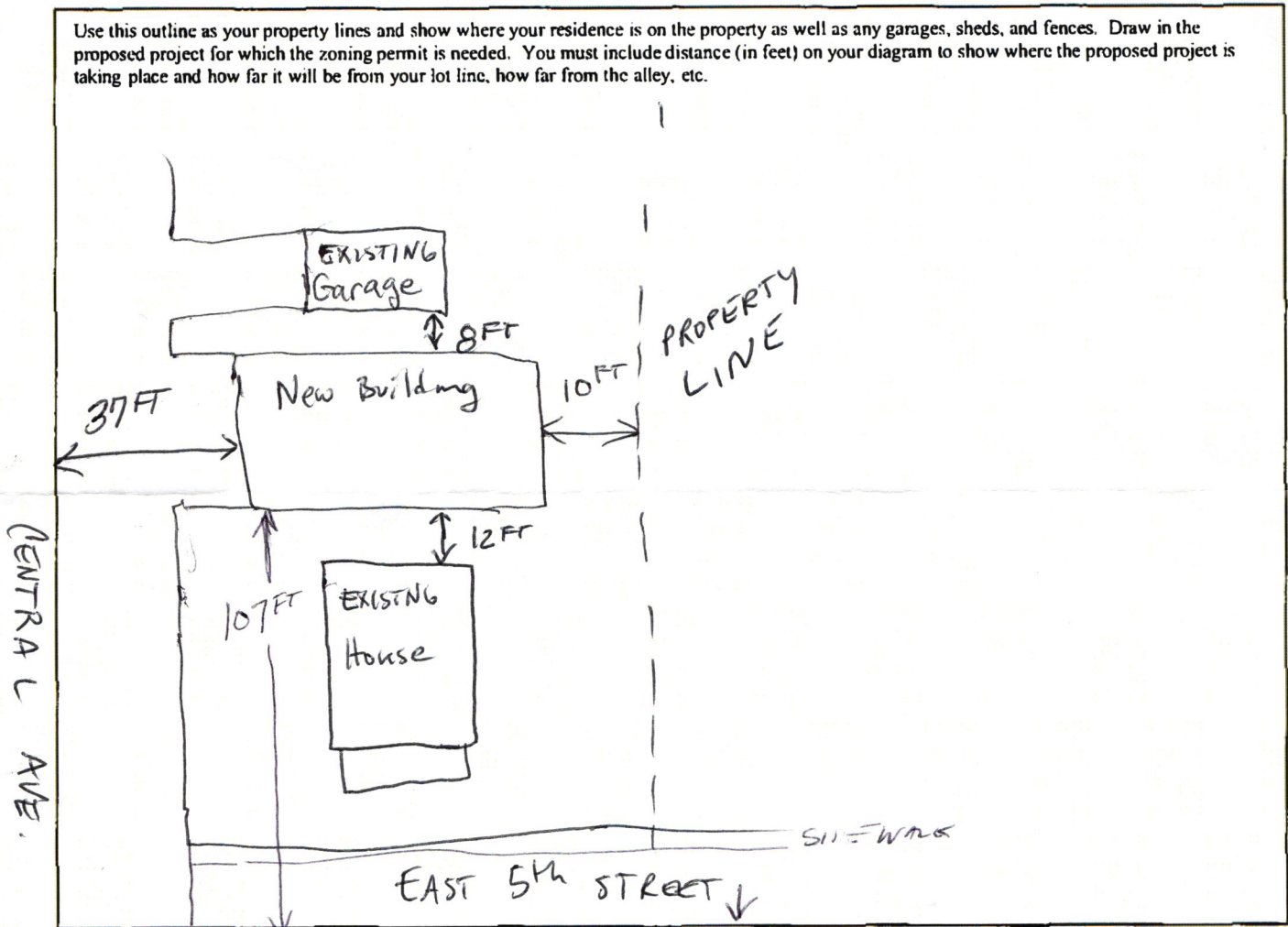
(attach copy of legal description from tax statement or deed here)

in said City; and hereby agrees that, in case such permit is granted, that all work shall conform to the drawing below and will comply with all the ordinances of said City applicable thereto.

PROJECT DRAWING:

NORTH

Use this outline as your property lines and show where your residence is on the property as well as any garages, sheds, and fences. Draw in the proposed project for which the zoning permit is needed. You must include distance (in feet) on your diagram to show where the proposed project is taking place and how far it will be from your lot line, how far from the alley, etc.



SOUTH

This permit application is approved
This permit application is denied Reason: _____

Over square foot allowed

Signed: [Signature] Date: 7/22/24

Fee (by project value):	
0-\$2,000.....	\$50
\$2,001-\$5,000.....	\$75
\$5,001-\$15,000.....	\$100
Over \$15,000.....	\$200

APPROXIMATE VALUE OF PROJECT MATERIALS: \$ 39,000.00

PROPERTY OWNER: Wayne Borstad **DATE** 7-17-2024

The non-refundable permit fee is due at time of application. By signing this application, property owner is certifying that the information is correct and that the project will be completed as indicated. Property owner must contact City of Madison Zoning Official regarding any necessary revisions. This zoning permit is valid for 6 months from approval date. If an extension is needed, property owner must contact City of Madison Zoning Official.

CITY OF MADISON
CONSIDERATIONS FOR
SUPPORTING OR DENYING
APPLICATION FOR ZONING AMENDMENTS & CONDITIONAL USE
PERMITS §151.220

The Planning & Zoning Commission shall consider possible adverse affects of the proposed amendment or conditional use. Its judgment shall be based upon (but not limited to) the following general factors:

- (1) _____ Relationship to the city’s growth and development patterns;
- (2) _____ The geographical area involved;
- (3) _____ Whether the use will tend to or actually depreciate the area in which it is proposed;
- (4) _____ The character of the surrounding area;
- (5) _____ The demonstrated need for the use;
- (6) _____ The public need for additional land space for the requested use in the location requested;
- (7) _____ Compatibility of adjacent land uses;
- (8) _____ The possible presence and effects of noise, odors or other nuisances;
- (9) _____ Availability in the present or near future of necessary utilities and public services.

Based on the above considerations, a recommendation to ___approve ___deny the zoning Amendment or Conditional Use permit will be made to the Madison City Council.

Date: _____

Chair, Madison Planning Commission

Connecting Entrepreneurial Communities (CEC) Conference

October 3rd, 2024 in Madison!

What is it?

- A conference of folks interested in encouraging entrepreneurship in greater Minnesota (UofM, SBDC, Initiative Foundations, DEED and more!) 6th Annual?

How did this come about – Why Madison?

- Attended last year's conference in New London; invited visitors
- Hosted UofM Extension and Rethos/Main Street Minnesota Reps.. They were impressed by Madison's vibrant community!
- Asked us to host the conference Date to coincide with with Meander!

What do we need to do?

- Host at Madison Mercantile
- Visit venues throughout town (Theater, Grand Park, Prairie Arts Center, Biome)
- Highlight entrepreneurs and city/county/chamber support for new ideas

Connecting Entrepreneurial Communities Conference

October 3rd, 2024 in Madison!

- **About the Conference (from 2023 announcement)**
- Entrepreneurs will help create the future of Minnesota. That's why the Connecting Entrepreneurial Communities (CEC) conference will, for the fifth year, bring together entrepreneurs, business leaders, economic development professionals, decision makers, and community champions. Together, we can create the kind of supportive networks that help entrepreneurs succeed in our communities.
- The conference is being led by University of Minnesota Extension's Community Development Department, and joined by the Minnesota Small Business Development Centers, Rethos, Launch Minnesota, Minnesota Department of Employment and Economic Development, the regional Initiative foundations, and many other organizations.
- By increasing the frequency and density of regional cooperative network development and use, the conference aims to:
 1. Showcase tools and resources available to support entrepreneurs in Minnesota.
 2. Provide neighboring communities with the opportunity to learn from each other and share ideas that work in supporting local entrepreneurs.
 3. Bring other state and national resources to Minnesota's regional networks, growing the number of resources we tap.
 4. Feature panel discussions with innovative members of the Launch Minnesota Network.

Support Needed

- Mayor and City Manager Welcome, Participation
- Volunteer Venue visit support
- Entrepreneur involvement; site visits or briefings

WHY??

- Highlight Madison's success stories
- Encourage Investment!
- Recruit new businesses...people... etc.

Meeting with organizers on August 8th!

**CITY OF MADISON, MINNESOTA
RESOLUTION 23-35**

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

**RESOLUTION RESERVING & DESIGNATING UNRESERVED, DESIGNATED AND RESERVED
FUND BALANCE**

WHEREAS, the City Council is determining the “reservation” and “designation” of fund balance and retained earnings.

THEREFORE, BE IT RESOLVED that the City Council of the City of Madison, Lac qui Parle County, Minnesota is hereby ordering the reservation of funds effective December 31, 2022:

<u>Fund</u>	<u>Description</u>	<u>Reserve</u>
101 General	Unreserved/Designated for Working Capital	\$943,090.00
201 Ambulance	Unreserved/Designated for Working Capital	\$22,637.00
601 Water	Unreserved/Designated for Working Capital	\$145,679.00
602 Sewer	Unreserved/Designated for Working Capital	\$126,402.00
603 Sanitation	Unreserved/Designated for Working Capital	\$47,929.00
604 Electric	Unreserved/Designated for Working Capital	\$271,781.00
605 Storm Sewer	Unreserved/Designated for Working Capital	\$41,250.00
609 Liquor	Unreserved/Designated for Working Capital	\$77,485.00
614 Eastview	Unreserved/Designated for Working Capital	\$37,764.00
Total Unreserved/Designated for Working Capital		\$1,714,017.00
201 Ambulance	Reserved for Cap Projects/Purchases	\$300,000.00
601 Water	Reserved for Cap Projects/Purchases	\$300,000.00
602 Sewer	Reserved for Cap Projects/Purchases	\$300,000.00
604 Electric	Reserved for Cap Projects/Purchases	\$545,951.00
605 Storm Sewer	Reserved for Cap Projects/Purchases	\$250,000.00
609 Liquor	Reserved for Cap Projects/Purchases	\$20,000.00
Total Reserved for Capital Projects/Purchases		\$1,715,951.00

BE IT FURTHER RESOLVED that the City Council of the City of Madison, Lac qui Parle County, Minnesota does hereby authorize the adoption and implementation of this resolution and amends prior resolutions on file with the city clerk’s office.

Upon vote taken thereon, the following voted

For:
Against:
Absent:

Whereupon said Resolution No. 23-35 was declared duly passed and adopted this 24th day of July, 2023.

Greg Thole, Mayor

Attest: _____
Val Halvorson, City Manager

CITY OF MADISON
Direct Deposit Authorization

I hereby authorize CITY OF MADISON, my employer, and their agents, including financial institutions, to initiate electronic credit entries, and if necessary, debit entries and adjustments for my credit entries in error to my checking and/or savings accounts listed below. This authorization will remain in effect until I have informed my employer in writing that I wish to cancel it and my employer has had reasonable time to effect such cancellation.

As required by the Federal Office of Foreign Asset Control in support of U.S.C. Title 50, War and National Defense, I attest that the full amount of my direct deposit is not being forwarded to a bank in another country and that if at any point I establish a standing order for my receiving bank to forward the full direct deposit to a bank in another county, I will inform my employing agency immediately.

<input type="checkbox"/> New Account Authorization		<input type="checkbox"/> Change Account Authorization			
<input type="checkbox"/> Remaining Balance to 1 st Account		<input type="checkbox"/> Use Percentage			
Pay Order	Bank Name/Address/ City, State, Zip/Phone	Acct Type	Account Information	Amount	%
1*		<input type="checkbox"/> Ckg	Rt #		
		<input type="checkbox"/> Sav	Acct #		
2		<input type="checkbox"/> Ckg	Rt #		
		<input type="checkbox"/> Sav	Acct #		
3		<input type="checkbox"/> Ckg	Rt #		
		<input type="checkbox"/> Sav	Acct #		
4		<input type="checkbox"/> Ckg	Rt #		
		<input type="checkbox"/> Sav	Acct #		

It can take up to 10 days for the employer to process your request to begin receiving electronic deposits or to make changes to current electronic deposit elections.

Please remember to attach a copy of a voided preprinted check or preprinted savings deposit slip to this form.

Signature

Date

Printed Name

End -----

ONLY COMPLETE BELOW IF CANCELING DIRECT DEPOSIT

I hereby cancel direct deposit of my paycheck completely. This cancellation is to take effect immediately and remain in full force and effect until the Company has received written notification from me of authorization to deposit my paycheck automatically. I acknowledge that I will now receive paychecks from which I am responsible for depositing and/or cashing.

Signature

Date



Expense Approval Report By Fund

Payment Dates 8/17/2024 - 8/21/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - General					
FURTHER	DFT0000529	08/12/2024	ADMIN-PARTICIPANT FEE	101-41320-409	8.00
DAVE'S PLUMBING & HEATING	66552	08/19/2024	FIRE-WATER HEATER REPAIR	101-42200-223	177.00
MADELYN MATTHIES	66557	08/19/2024	POOL-LIFEGUARD RECERT-M ...	101-45124-180	130.00
ANGIE RANSOM	66550	08/19/2024	POOL-LIFEGUARD RECERT- A...	101-45124-180	75.00
NICOLE WOOD	66563	08/19/2024	POOL-1ST YEAR LIFEGUARD T...	101-45124-180	225.00
FRONTIER COMMUNICATIONS...66553		08/20/2024	ADMIN-PHONE- due 9/6/24	101-41320-321	181.30
FRONTIER COMMUNICATIONS...66553		08/20/2024	FIRE-PHONE - due 9/6/24	101-42200-321	45.34
FRONTIER COMMUNICATIONS...66553		08/20/2024	STR-PHONE - due 9/6/24	101-43100-321	45.34
FRONTIER COMMUNICATIONS...66553		08/20/2024	PUBLIC WORKS-FAX - due 9/6...	101-43100-321	17.39
FRONTIER COMMUNICATIONS...66553		08/20/2024	SK RINK-PHONE/B BAND - due...	101-45127-321	224.60
FRONTIER COMMUNICATIONS...66553		08/20/2024	LIB-PHONE - due 9/6/24	101-45500-321	113.35
FRONTIER COMMUNICATIONS...66553		08/20/2024	LIB-FAX/ELEV PHONE - due 9/...	101-45500-321	72.30
MACDONALD & MACK ARCHI...	66556	08/21/2024	LIB-ROOF/BIDDING	101-45500-409	1,105.00
MORRIS ELECTRONICS INC	66561	08/21/2024	ADMIN-SOFTWARE SERVICES	101-41320-309	50.00
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	101-41320-309	192.54
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	101-43100-309	96.27
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	101-41320-309	18.00
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	101-43100-309	9.00
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	101-41320-309	156.54
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	101-43100-309	78.27
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR-WIFI	101-41320-309	375.75
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR-WIFI	101-43100-309	187.87
MORRIS ELECTRONICS INC	66561	08/21/2024	ADMIN-SOFTWARE SERVICES	101-41320-309	100.00
VAL HALVORSON	66568	08/21/2024	ADMIN-CELL PHONE REIMB	101-41320-325	53.44
Fund 101 - General Total:					3,737.30
Fund: 201 - Ambulance					
FIRSTNET/AT&T MOBILITY	DFT0000525	08/12/2024	AMB-HOT SPOT SERVICE	201-44100-240	38.23
NATIONAL GOV SERVICES,INC	DFT0000539	08/19/2024	AMB-MEDICARE ENROLLMENT	201-44100-320	709.00
Fund 201 - Ambulance Total:					747.23
Fund: 211 - EDA Fund					
MADISON ART AND INNOVAT...	66558	08/19/2024	EDA- MARKETING SERVICE - J...	211-46500-409	1,150.00
MADISON ART AND INNOVAT...	66558	08/19/2024	EDA- MARKETING SERVICE-JU...	211-46500-409	1,150.00
Fund 211 - EDA Fund Total:					2,300.00
Fund: 425 - Bldg & Capital Capital Fund					
MORRIS ELECTRONICS INC	66561	08/20/2024	EQUIP-COMPUTER/MICROSO...	425-41950-593	1,342.43
MORRIS ELECTRONICS INC	66561	08/21/2024	ADMIN-LAPTOP	425-41950-593	1,748.59
Fund 425 - Bldg & Capital Capital Fund Total:					3,091.02
Fund: 601 - Water Fund					
FRONTIER COMMUNICATIONS...66553		08/20/2024	WT-PLANT ALARM - due 9/6/...	601-49400-321	77.99
FRONTIER COMMUNICATIONS...66553		08/20/2024	WT-PHONE - due 9/6/24	601-49400-321	22.67
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	601-49440-309	74.88
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	601-49440-309	7.00
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	601-49440-309	60.88
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR-WIFI	601-49440-309	146.12
Fund 601 - Water Fund Total:					389.54
Fund: 602 - Sewer Fund					
FRONTIER COMMUNICATIONS...66553		08/20/2024	WWTP-ALARM - due 9/6/24	602-49450-321	78.03
FRONTIER COMMUNICATIONS...66553		08/20/2024	SEW-PHONE - due 9/6/24	602-49450-321	22.67
TEAM LAB	66567	08/21/2024	SEW-MEGA BUGS	602-49450-216	647.00
LANE'S ELECTRIC LLC	66555	08/21/2024	SEW-WORK ON PUMP MOTOR	602-49450-404	205.00
QUALITY FLOW SYSTEMS, INC	66564	08/21/2024	SEW-PUMP/MONITORING M...	602-49450-580	5,260.00
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	602-49470-309	74.88

Expense Approval Report

Payment Dates: 8/17/2024 - 8/21/2024

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	602-49470-309	7.00
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	602-49470-309	60.88
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR-WIFI	602-49470-309	146.13
MN VALLEY REC	66560	08/21/2024	SEW-UTILITY EXPENSE	602-49450-380	3,738.32
MN VALLEY REC	66560	08/21/2024	SEW-UTILITY EXPENSE	602-49450-380	378.51
Fund 602 - Sewer Fund Total:					10,618.42

Fund: 604 - Electric Fund

FRONTIER COMMUNICATIONS...	66553	08/20/2024	ELEC-CEMETARY SUBSTATION ...	604-49570-321	83.02
FRONTIER COMMUNICATIONS...	66553	08/20/2024	PUBLIC WORKS-FAX - due 9/6...	604-49570-321	17.39
FRONTIER COMMUNICATIONS...	66553	08/20/2024	LINE-PHONE - due 9/6/24	604-49570-321	22.67
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	604-49570-309	96.27
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	604-49570-309	9.00
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR	604-49570-309	78.27
MORRIS ELECTRONICS INC	66561	08/21/2024	NETWORK LABOR-WIFI	604-49570-309	187.87
Fund 604 - Electric Fund Total:					494.49

Fund: 609 - Liquor Fund

RBM PUBLICATIONS	66565	08/19/2024	LIQ-ADVERTISING	609-49750-342	240.00
FRONTIER COMMUNICATIONS...	66553	08/20/2024	LIQ-PHONE - due 9/6/24	609-49750-321	45.34
JOHNSON BROS-ST.PAUL	66554	08/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	227.50
JOHNSON BROS-ST.PAUL	66554	08/21/2024	LIQ-FREIGHT EXPENSE	609-49750-258	6.87
BEVERAGE WHOLESALERS	66551	08/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	4,334.50
BEVERAGE WHOLESALERS	66551	08/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	974.60
MADISON BOTTLING CO.	66559	08/21/2024	LIQ-BEER EXPENSE	609-49750-251	1,719.15
MADISON BOTTLING CO.	66559	08/21/2024	LIQ-BEER EXPENSE	609-49750-251	75.30
MADISON BOTTLING CO.	66559	08/21/2024	LIQ-BEER EXPENSE	609-49750-251	7,205.00
TALKING WATERS BREWING ...	66566	08/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	300.00
JOHNSON BROS-ST.PAUL	66554	08/21/2024	LIQ-LIQUOR EXPENSE	609-49750-251	1,522.45
JOHNSON BROS-ST.PAUL	66554	08/21/2024	LIQ-FREIGHT EXPENSE	609-49750-258	21.57
Fund 609 - Liquor Fund Total:					16,672.28

Grand Total: 38,050.28

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
101 - General	3,737.30	3,737.30
201 - Ambulance	747.23	747.23
211 - EDA Fund	2,300.00	2,300.00
425 - Bldg & Capital Capital Fund	3,091.02	3,091.02
601 - Water Fund	389.54	389.54
602 - Sewer Fund	10,618.42	10,618.42
604 - Electric Fund	494.49	494.49
609 - Liquor Fund	16,672.28	16,672.28
Grand Total:	38,050.28	38,050.28

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-41320-309	SOFTWARE SERVICES	892.83	892.83
101-41320-321	TELEPHONE EXPENSE	181.30	181.30
101-41320-325	CELL PHONE EXPENSE	53.44	53.44
101-41320-409	CONTRACTUAL SERVICES	8.00	8.00
101-42200-223	BUILDING REPAIR SUPPL...	177.00	177.00
101-42200-321	TELEPHONE EXPENSE	45.34	45.34
101-43100-309	SOFTWARE SERVICES	371.41	371.41
101-43100-321	TELEPHONE EXPENSE	62.73	62.73
101-45124-180	TRAINING	430.00	430.00
101-45127-321	TELEPHONE EXPENSE	224.60	224.60
101-45500-321	TELEPHONE EXPENSE	185.65	185.65
101-45500-409	CONTRACTUAL SERVICES	1,105.00	1,105.00
201-44100-240	MINOR TOOLS & EQUIP...	38.23	38.23
201-44100-320	BILLING/ADMIN EXPENSE	709.00	709.00
211-46500-409	CONTRACTUAL SERVICES	2,300.00	2,300.00
425-41950-593	CAPITAL OUTLAY (SOFT...	3,091.02	3,091.02
601-49400-321	TELEPHONE EXPENSE	100.66	100.66
601-49440-309	SOFTWARE SERVICES	288.88	288.88
602-49450-216	LAB SUPPLIES/CHEMICA...	647.00	647.00
602-49450-321	TELEPHONE EXPENSE	100.70	100.70
602-49450-380	UTILITY EXPENSE	4,116.83	4,116.83
602-49450-404	EQUIPMENT M & R CON...	205.00	205.00
602-49450-580	CAPITAL OUTLAY (OTHER..	5,260.00	5,260.00
602-49470-309	SOFTWARE SERVICES	288.89	288.89
604-49570-309	SOFTWARE SERVICES	371.41	371.41
604-49570-321	TELEPHONE EXPENSE	123.08	123.08
609-49750-251	LIQUOR	16,358.50	16,358.50
609-49750-258	FREIGHT EXPENSE	28.44	28.44
609-49750-321	TELEPHONE EXPENSE	45.34	45.34
609-49750-342	ADVERTISING	240.00	240.00
Grand Total:		38,050.28	38,050.28

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	38,050.28	38,050.28
Grand Total:	38,050.28	38,050.28