

CITY OF MADISON
AGENDA AND NOTICE OF MEETING

Regular Meeting of the City Council – 5:00 PM
Monday February 10th, 2025
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 January 27th, 2025 regular meeting minutes are enclosed. A MOTION is in order. (Council)

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

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

5. CONSENT AGENDA

A. Senator Dahmes Newsletter – January 24, 2025 - receive	Page 3
B. Liquor Store Report – January 2025 – receive	Page 6
C. Madison EDA Minutes – January 6, 2025 – receive	Page 11
D. Madison Chamber Minutes – January 8, 2025 – receive	Page 13
E. Pooled Cash Report – January 2025 – receive	Page 14
F. MEDA Loan Note Status – January 2025 – receive	Page 16
G. Water Plant Report – January 2025 – receive	Page 17
H. Safety Committee Minutes – January 2025 – receive	Page 19
I. Madison Ambulance Minutes – January 28 th 2025 – receive	Page 21
J. Madison Fire Minutes – January 20 th 2025 – receive	Page 22

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

6. UNFINISHED AND NEW BUSINESS

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

B. LqP County Engineer – Sam Muntean. A DISCUSSION and MOTION may be in order. (Manager, Council)

- C. Approve Pay Application #2, #3 – Horizon Roofing. A DISCUSSION and MOTION may be in order. (Manager, Council)

- D. Approve Public Works Shop Purchase. A DISCUSSION and MOTION may be in order. (Manager, Council)

- E. Approve Mowing Contract – A & H Lawn Care. A DISCUSSION and MOTION may be in order. (Manager, Council)

- F. Local Housing Trust Fund Hearing – February 24, 2025 5:00 pm. A DISCUSSION and MOTION may be in order. (Manager, Council)

7. MANAGER REPORT (Manager)

8. MAYOR/COUNCIL REPORTS (Mayor/Council)

9. AUDITING CLAIM

A copy of the Expense Approval Report is submitted for January 27, 2025 through February 10, 2025 and is attached. A MOTION is in order.

10. ADJOURNMENT

**CITY OF MADISON
OFFICIAL PROCEEDINGS**

**MINUTES OF THE MADISON CITY COUNCIL
REGULAR MEETING
JANUARY 27, 2025**

Pursuant to due call and notice thereof, a regular meeting of the Madison City Council was called to order by Mayor Maynard Meyer on Monday, January 27, at 5:03 p.m. in Council Chambers at City Hall. Councilmembers present were: Mayor Maynard Meyer, Paul Zahrbock, Julie Stahl, Adam Conroy and Tim Volk. Also present were City Manager Val Halvorson, City Attorney Rick Stulz and City Clerk Christine Enderson.

OATH OF OFFICE

The Oath of Office was administered by City Clerk Christine Enderson to Councilmember Adam Conroy who was elected to office at the November election.

AGENDA

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

MINUTES

Upon motion by Volk, seconded by Meyer and carried, the January 13, 2025, regular meeting minutes were approved as presented.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

None

CONSENT AGENDA

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

CITY ENGINEERING REPORT

City Engineer Kent Louwagie provided an update on city projects.

PAY APPLICATION – HEINRICH EXCAVATING & HAULING INC.

Upon motion by Zahrbock, seconded by Volk and carried, the first pay application from Heinrich Excavating & Hauling, Inc. for the stormwater pond cleaning project was approved in the amount of \$50,049.32. This application is for work completed through January 23, 2025.

APPROVE COUNTY PROJECT WITHIN CITY LIMITS

Upon motion by Zahrbock, seconded by Volk and carried, **RESOLUTION 25-12** titled “Resolution Approving County Project within Municipal Corporate Limits” was adopted. This resolution would allow for Lac qui Parle County to improve County Road 19 (First Avenue) and County Road 204 (Main Street/Sixth Avenue), and Fair Street. A complete copy of Resolution 25-12 is contained in City Clerk’s Book #11.

APPROVE EXEMPT PERMIT – ST. MICHAEL’S CHURCH

Upon motion by Volk, seconded by Zahrbock and carried, Council approved the application for exempt permit from St. Michael’s Church to host bingo and a raffle on March 1, 2025.

CITY MANAGER’S REPORT

Madison EDA Report to County: City Manager Halvorson and EDA President Jim Connor presented to the LqP County Commissioners an update on the use of EDA appropriations.

Transmission Planning Meeting: There was meeting last week in regard to the transmission changes to the City of Madison that MN Valley REC is implementing. The changes will require updates to the transmission agreements, as well as a memorandum of understanding on the connection point.

EM Table Top Exercise: The event was held last week and well-attended by community partners. The goal from these exercises is for the community to be well prepared for large emergencies.

Area Council Training: The training will be on Wednesday, January 29th, in Montevideo.

MAYOR/COUNCIL REPORTS

Chamber Annual Party: The event is on Saturday, February 1st, and the theme is Yellowstone.

DISBURSEMENTS

Upon motion by Volk, seconded by Zahrbock and carried, Council approved disbursements for bills submitted between January 13 and January 27, 2025. These disbursements include United Prairie Check Nos. 67121-67199. 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 5:32 pm.

Maynard Meyer - Mayor

ATTEST:

Christine Enderson – City Clerk



GARY DAHMS R

SERVING SENATE DISTRICT 15

E-Newsletter

January 24, 2025

HUMAN SERVICES COMMITTEE HOLDS HEARING ON WASTE, FRAUD, AND ABUSE

On Wednesday, the [Senate Human Services Committee](#) held a hearing on program integrity and fraud prevention within the Minnesota Department of Human Services (DHS). The committee focused on understanding ways for the agency to strengthen oversight, ensure taxpayer dollars are spent wisely, and guarantee state services only reach their intended purposes.

The hearing is in response to ongoing waste, fraud and abuse within state programs administered by DHS including the following cases:

- ★ \$40 million in [unrecovered Medicaid overpayments](#).
- ★ \$30 million in [fraudulent Medicaid payments](#) by Evergreen Recovery for services that were either not provided or overstated.
- ★ \$14.1 million in [fraudulent Medicaid claims](#) by Kyros/Refocus Recovery, including unqualified claims and missing supervision.
- ★ \$10 million in fraud resulting from [fraudulent medical transportation and service records](#).
- ★ \$7.3 million in [Medicaid fraud](#) charges against a PCA run by a convicted felon, with a partner running the billing services while on work release from a jail sentence.
- ★ An [FBI raid on two autism centers](#) in December, with [reports indicating](#) over two dozen autism centers under investigation.

The committee first received a [presentation from the Office of the Legislative Auditor](#) (OLA) on several recent audits concerning DHS. The OLA outlined recommendations for immediate action that agencies could take to address these issues in each of these reports.

DHS Commissioner Jodi Harpstead, who will be stepping down next month, provided an [update](#) on the agency's ongoing efforts to prevent and investigate fraud. During her presentation, Harpstead outlined several proposals being considered to tackle waste, fraud, and abuse. These include improving data sharing between agencies, enabling quicker actions like suspending licenses or withholding payments when fraud is suspected, and making kickbacks illegal. The agency also aims to prevent double billing by providers, enhance fraud detection with tools like AI, and streamline the licensing process for certain programs.

The hearing concluded with a discussion on the provider perspective and community impact of this waste, fraud, and abuse. In the coming months, the Senate Human Services Committee will continue to explore additional measures and legislative action to strengthen oversight, improve internal controls, and hold accountable those who commit fraud.

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MASSIVE DATA BREACH AT POST BOARD

On Wednesday, media reports revealed that a significant data breach occurred at the Minnesota Peace Officer Standards and Training (POST) Board. The breach exposed the identities of every undercover peace officer in the state. The POST Board confirmed it is notifying 257 officers believed to be impacted by the breach.

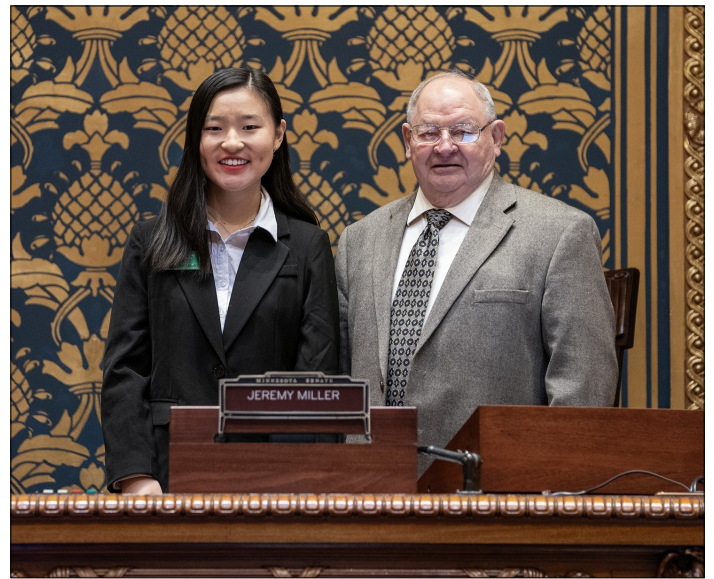
The POST Board Executive Director position is appointed by Governor Tim Walz. There are civil, criminal, and disciplinary penalties for state agencies that violate state laws that keep some data private. It was also discovered that the data had been publicly available online for the past five months but was taken down when the breach was identified. Click the picture below to hear my comments.



EDUCATION POLICY COMMITTEE HEARS CONCERNS REGARDING EDUCATION MANDATES

The Senate Education Policy Committee heard testimony from various school representatives regarding the impacts of burdensome education mandates passed last biennium. The most common request was for more local control and flexibility in implementing state requirements.

Of the more than 60 new mandates passed in 2023, four received the most attention from testifiers: the inclusion of part-time employees under unemployment insurance, Earned Safe and Sick Time, the non-exclusionary discipline policy (which prohibits suspensions for K-3 students), and the READ Act. Following testimony, the committee passed a bill with bipartisan support to reduce the number of required professional development training hours for teachers, allowing districts more flexibility in implementation of the READ Act.



MEET THE INTERN

Interning for the office during the 2025 legislative session is Jenny Liang, a senior Politics, History, and Economics major at the University of Northwestern – St. Paul. She holds two minors, Pre-Law and Biblical Studies. She comes from a family of hard-working Chinese immigrants who aspired of achieving the American dream. Their family came from centuries of poor farmers in the northern countryside and greatly suffered under Communist control. Jenny embraces the patriotism and religious freedom that America provides; nonetheless, she maintains her heritage, speaking Mandarin and performing on the erhu. Without the American Dream, she would not be here today, and she recognizes the contribution both veterans and farmers have provided.

At the University of Northwestern, Jenny is a student senator and an outspoken advocate of conservative values, serving as the Vice President of the Conservative Club. During the 2024 election season, she canvassed for Minnesota Family Council and representative candidate Paul Wikstrom. Jenny is particularly interested in the legal field and hopes to attend law school after graduation. She interned at Webber Arredondo Oja, an employment-based boutique law firm, and realized how many skilled immigrants fervently aspired to achieve the American dream for their families. Jenny Liang is honored to intern for Senator Dahms and his team, and she eagerly embraces learning about and meeting constituents from District 15.

COMMERCE COMMITTEE HOLDS HEARING ON FINANCIAL FRAUD INVESTIGATION UNIT

On January 3, 2025, Governor Walz issued an **executive order** to establish the Financial Crimes and Fraud Section within the Department of Public Safety (DPS). To create this new fraud unit, the governor is moving **Commerce Fraud Bureau** (CFB) staff and funding from the Department of Commerce to the DPS Bureau of Criminal Apprehension (BCA). On Thursday, the Senate Commerce Committee held an **informational hearing** to better understand why the governor ordered this transfer. The committee heard testimony from Commerce Commissioner Grace Arnold, BCA Superintendent Drew Evans, and DPS Commissioner Bob Jacobson.

Senator Gary Dahms and committee members of the committee expressed strong concern about moving the CFB outside of the jurisdiction of Commerce. The main issue is whether the move is just a rebranding or if it expands the scope to tackle more types of fraud beyond insurance fraud. Currently, statutory funding for the CFB is tied to insurance fraud, with a limited scope dedicated to investigating insurance fraud, financial crimes, and auto theft. The worry is then that DPS could start using CFB funding to investigate other types of fraud, shifting its focus away from insurance fraud and leading to Minnesota policy holders paying higher premiums.



“The governor’s decision to move the Commerce Fraud Bureau to a new fraud unit within the Department of Public Safety is very problematic,” Senator Dahms said. “This just seems like a way for the governor to say he is tackling fraud without actually addressing the issue.”

Click [here](#) to watch the full hearing.



SENATOR DAHMS EARNS NFIB GUARDIAN OF SMALL BUSINESS AWARD

The state’s leading small business organization, the National Federation of Independent Business (NFIB) recently presented Senator Dahms with the prestigious Guardian of Small Business Award.

“Now more than ever, Main Street needs strong advocates in the Minnesota Legislature, and they have one in Senator Gary Dahms,” said John Reynolds, NFIB Minnesota State Director. “Dahms stood up for small businesses and brought solutions that would make Minnesota a better place to do business and raise a family.”

Senator Dahms earned the NFIB Guardian of Small Business Award with a 100% score on the NFIB Minnesota Voting Record for 2023 – 2024. “Senator Dahms supported legislation to make our tax code simpler and fairer for small businesses, opposed expensive unfunded mandates, and backed commonsense solutions that would make life a little easier on Main Street,” added Reynolds.

The Guardian of Small Business Award is reserved for lawmakers who consistently side with Main Street on priority issues for small business owners. Small business priorities are determined by NFIB members under the **one member, one vote policy**. Lawmakers are informed of NFIB’s position ahead of each key vote.

Minnesota lawmakers who sided with small business 80% or more of the time during the 2023 – 2024 sessions are eligible for the NFIB Guardian of Small Business Award.

Memo

To: City Administrator & City Council
From: Dale Hiepler, Liquor Store Manager
Date: 2/6/2025
Re: January Sales

January sales were \$35,091.43 compared to \$34,877.10 last year; a slight increase of \$214.00

Beer showed a \$968 increase with liquor sales showing a decrease of \$678. We're off to a positive start to 2025.



City of Madison, MN

Prior-Year Comparative Income Statement Account Summary

For the Period Ending 01/31/2025

		2024 Jan. Activity	2025 Jan. Activity	Jan. Variance Favorable / (Unfavorable)	Variance %	2024 YTD Activity	2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 609 - Liquor Fund									
Revenue									
609-37811	OFF SALE LIQUOR	16,941.68	16,263.06	-678.62	-4.01%	16,941.68	16,263.06	-678.62	-4.01%
609-37812	OFF SALE BEER	17,230.77	18,197.74	966.97	5.61%	17,230.77	18,197.74	966.97	5.61%
609-37814	MIX, ICE, ETC.	704.65	630.63	-74.02	-10.50%	704.65	630.63	-74.02	-10.50%
	Revenue Total:	34,877.10	35,091.43	214.33	0.61%	34,877.10	35,091.43	214.33	0.61%
Expense									
609-49750-103	PART-TIME WAGES	4,666.95	4,996.61	-329.66	-7.06%	4,666.95	4,996.61	-329.66	-7.06%
609-49750-121	PERA CONTRIBUTIONS (CITY)	213.54	232.82	-19.28	-9.03%	213.54	232.82	-19.28	-9.03%
609-49750-122	FICA CONTRIBUTIONS (CITY)	356.87	382.24	-25.37	-7.11%	356.87	382.24	-25.37	-7.11%
609-49750-131	HEALTH INSURANCE (CITY)	309.40	308.48	0.92	0.30%	309.40	308.48	0.92	0.30%
609-49750-201	OFFICE SUPPLIES	56.11	0.00	56.11	100.00%	56.11	0.00	56.11	100.00%
609-49750-219	MISC. OPERATING SUPPLIES	0.00	14.98	-14.98	0.00%	0.00	14.98	-14.98	0.00%
609-49750-251	LIQUOR	14,893.85	39,290.21	-24,396.36	-163.80%	14,893.85	39,290.21	-24,396.36	-163.80%
609-49750-258	FREIGHT EXPENSE	56.38	372.49	-316.11	-560.68%	56.38	372.49	-316.11	-560.68%
609-49750-320	BILLING/ADMIN EXPENSE	0.00	350.67	-350.67	0.00%	0.00	350.67	-350.67	0.00%
609-49750-321	TELEPHONE EXPENSE	90.48	93.38	-2.90	-3.21%	90.48	93.38	-2.90	-3.21%
609-49750-323	INTERNET SERVICE	99.95	99.95	0.00	0.00%	99.95	99.95	0.00	0.00%
609-49750-342	ADVERTISING	426.00	913.00	-487.00	-114.32%	426.00	913.00	-487.00	-114.32%
609-49750-380	UTILITY EXPENSE	0.00	794.23	-794.23	0.00%	0.00	794.23	-794.23	0.00%
609-49750-401	BUILDING M & R CONTRACT	0.00	432.00	-432.00	0.00%	0.00	432.00	-432.00	0.00%
609-49750-409	CONTRACTUAL SERVICES	-20.00	1,082.60	-1,102.60	-5,513.00%	-20.00	1,082.60	-1,102.60	-5,513.00%
609-49750-423	OFFICE EQUIP. DEPRECIATION	39.01	6.94	32.07	82.21%	39.01	6.94	32.07	82.21%
609-49750-424	BUILDING DEPRECIATION	87.64	77.86	9.78	11.16%	87.64	77.86	9.78	11.16%
609-49750-433	DUES & SUBSCRIPTIONS	0.00	426.00	-426.00	0.00%	0.00	426.00	-426.00	0.00%
	Expense Total:	21,276.18	49,874.46	-28,598.28	-134.41%	21,276.18	49,874.46	-28,598.28	-134.41%
	Fund 609 Surplus (Deficit):	13,600.92	-14,783.03	-28,383.95	-208.69%	13,600.92	-14,783.03	-28,383.95	-208.69%
	Total Surplus (Deficit):	13,600.92	-14,783.03	-28,383.95	-208.69%	13,600.92	-14,783.03	-28,383.95	-208.69%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2025

Group Summary

Account Typ...	2024		2025		Jan. Variance		YTD Variance	
	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
Fund: 609 - Liquor Fund								
Revenue	34,877.10	35,091.43	214.33	0.61%	34,877.10	35,091.43	214.33	0.61%
Expense	21,276.18	49,874.46	-28,598.28	-134.41%	21,276.18	49,874.46	-28,598.28	-134.41%
Fund 609 Surplus (Deficit):	13,600.92	-14,783.03	-28,383.95	-208.69%	13,600.92	-14,783.03	-28,383.95	-208.69%
Total Surplus (Deficit):	13,600.92	-14,783.03	-28,383.95	-208.69%	13,600.92	-14,783.03	-28,383.95	-208.69%

Prior-Year Comparative Income Statement

For the Period Ending 01/31/2025

Fund Summary

Fund	2024		2025		Jan. Variance		YTD Variance	
	Jan. Activity	Jan. Activity	Jan. Activity	Jan. Activity	Favorable / (Unfavorable)	Variance %	Favorable / (Unfavorable)	Variance %
609 - Liquor Fund	13,600.92	-14,783.03	-28,383.95	-208.69%	13,600.92	-14,783.03	-28,383.95	-208.69%
Total Surplus (Deficit):	13,600.92	-14,783.03	-28,383.95	-208.69%	13,600.92	-14,783.03	-28,383.95	-208.69%

<u>Liquor Fund - Year End Financial Sheet</u>	Year End 2024
Operating Revenues	
Off Sale Liquor	\$211,490.00
Off Sale Beer	\$283,880.00
Mix, Ice, Etc.	<u>\$12,915.00</u>
Total Operating Revenue	\$508,285.00
<u>Cost of Sales</u>	
Beginning Inventory-January 1	\$47,647.00
Purchases	\$363,939.00
Freight	\$2,435.00
Merchandise Available for Sale	\$414,021.00
Less: Ending Inventory-December 31	<u>\$46,819.00</u>
Total Cost of Sales	\$367,202.00
Gross Profit	\$141,083.00
<u>Operating Expenses</u>	
Salaries	\$58,375.00
Employee Benefits (PERA, FICA, Health Ins)	\$10,725.00
Advertising	\$4,341.00
Dues and Subscriptions	\$550.00
Insurance (Dram Shop, Workman's Comp, Prop)	\$3,837.00
Licenses & Taxes	\$20.00
Professional Services, Auditing & Contract, M&R, Bldg Eq.	\$9,727.00
Supplies	\$1,196.00
Telephone & Internet	\$1,789.00
Utilities	\$5,458.00
Depreciation	<u>\$1,476.00</u>
Total Operating Expenses	\$97,494.00
Net Income (Loss) From Operations	\$43,589.00
<u>Non-Operating Revenues (Expenses)</u>	
Interest Income	\$6,785.00
Refunds and Reimbursements	\$0.00
Capital Purchases	-\$8,595.00
Transfer Out	<u>-\$20,000.00</u>
Total Non-Operating Revenues (Expenses)	-\$21,810.00
Net Income (Loss)	\$21,779.00
Retained Earnings-January 1	\$150,814.00
Retained Earnings-December 31	\$172,593.00

**CITY OF MADISON
MINUTES OF THE
MADISON ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
Monday, January 6, 2025 – 12:00 noon**

Pursuant to due call and notice thereof, the regular meeting of the Madison Economic Development Authority was conducted at 12:00 p.m. on Monday, January 6, 2025 at the Madison Municipal Building.

Members in attendance: Commissioners Maynard Meyer, Ryan Young, Greg Thole, Matt Monson, Karin Moen, John Maatz and City Council member Adam Conroy to be appointed to EDA at January organizational meeting. Member Absent: Jim Connor. Also, in attendance were City Manager Val Halvorson and EDA Recording Secretary Sue Volk.

Vice-President Young called the meeting to order at 12:05 p.m.

APPROVAL OF AGENDA

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

ANNUAL ORGANZATIONAL ITEMS

Upon motion by Maatz, seconded by Thole and carried to establish the following officers for 2025: President (Jim Connor) Vice President (Ryan Young) Secretary (Maynard Meyer) Assistant Secretary (recording secretary/city clerk) and Treasurer (Matt Monson) and Assistant Treasurer (deputy clerk/treasurer).

Upon motion by Moen, seconded by Monson and carried to establish meeting date, time and location as the first Monday of every month at 12:00 p.m. at Madison Municipal Building Auditorium.

Upon motion by Meyer, seconded by Moen and carried to designate the Western Guard as official newspaper.

Upon motion by Thole, seconded by Meyer and carried to establish Old National Bank and United Prairie Bank as official depositories. (Moen/Monson abstained)

Upon motion by Thole, seconded by Monson and carried to designate Swenson, Nelson and Stulz PLLC as official legal counsel.

Upon motion by Meyer, seconded by Maatz and carried to establish the following committee Assignments:

Finance/Loan Committee: Matt Monson, City Attorney Rick Stulz, Karin Moen

Housing Committee: Jim Connor, Ryan Young, Matt Monson

Marketing Committee: Maynard Meyer, Melissa Streich, Adam Conroy, Kris Shelstad

Eastview Townhouse Committee: Greg Thole, Adam Conroy, Jim Connor, Mike Dahle

APPROVAL OF MINUTES

Upon motion by Maatz, seconded by Monson and carried the December 2, 2024 regular meeting minutes of the Madison Economic Development Authority were approved.

PUBLIC PETITIONS, REQUESTS, HEARINGS AND COMMUNICATIONS

No one present.

CONSENT AGENDA

USDA Single Family Housing Program

Handout from USDA Rural Developments was viewed explaining Single Family Housing Repairs Loans and Grants; who is eligible, funds available, how to get started, contact information.

Chamber of Commerce Contract

Copy of an agreement between the City of Madison and Madison Area Chamber was presented for discussion.

Eastview Financial Summary (November/December 2024)

MEDA/SCDP Loan Note Status (December 2024)

EDA Financial Summary (November 2024)

Upon motion by Meyer, seconded by Maatz and carried the consent agenda was approved with items as presented/received.

INDEPENDENT CONTRACTOR AGREEMENT

Upon motion by Maatz, seconded by Monson, and carried to approve the Independent Contractor Agreement as presented between MEDA and Susan Volk.

EASTVIEW APARTMENT MANAGEMENT AGREEMENT

Upon motion by Moen, seconded by Thole and carried to approve the Apartment Management Agreement as presented between MEDA and Dahle & Olson Reality.

BUSINESS SERVICES AGREEMENT – MADISON ART AND INNOVATION CENTER

Upon motion by Maatz, seconded by Meyer and carried to approve the contract as presented between MEDA and Madison Art and Innovation Center.

2025 COMMITTEE WORK PLAN

2025 Madison EDA Work Plan was presented by City Manager Halvorson. Each item with progress notes were identified/discussed.

Upon motion by Monson seconded Thole and carried, the meeting adjourned at 1:20 p.m.

OTHER

John Maatz was thanked for his years of service on the EDA Board.

Next meeting Monday, February 3, 2025 at 12:00 noon.

ATTEST:

Ryan Young, EDA Vice-President

Sue Volk, EDA Recording Secretary

Madison Chamber of Commerce
January 8, 2025

The general membership of the Madison Chamber of Commerce met at noon on January 8, 2025 at The Sticks. President Andy Thole presided at the meeting.

Old Business:

- ❖ Paul Raymo made a motion to approve the minutes of the last meeting, second by Maynard Meyer, motion passed.
- ❖ Christmas, Sweet Traditions, went very well. There were over 1800 people that attended Santaland. We were unable to hold the parade, we tried 2 different nights but both were too cold. The Medallion was found the first day. There were 60-70 kids at each Saturday matinee. The baking contest went good. Breakfast with Santa was another success and the Kiwanis were very happy with the crowd of around 160. The MMN Elementary Faculty did a great job with the activities. There were about 150 people in attendance at Drive Up Bingo. The sleigh rides were sold out but unfortunately one of the horses got hurt so many rides had to be cancelled. Miracle on 34th Street was a huge success and very well attended. Santa's Helpers had a great turnout at the VFW. Christmas at the Museum and the community caroling went well.
- ❖ The Annual Meeting/Party will be held on February 1st at the VFW. "Saddle Up" will be the theme and it will be a steak fry meal.

New Business:

- ❖ The committee will be meeting in January on the marketing budget. We discussed better ways/other ways to reach people. For the car show we could advertise in the hot rod magazine (they have free advertising) and have posters out earlier. Maybe try to invite more cities to the parade. Maybe have an ambassador's reception prior to the parade.
- ❖ New board members for 2025 include- President, Val Halvorson – Vice-President, Andy Thole – Lynn Zimmerman, starting year 4, Ryan Young-rejoining for another term and Pam Rosenau joining the board. Thank you to Merlyn Munsterman for your past 6 years.

Other Business:

- ❖ Ribbon cuttings that we need to do include Net's Old Barn, Madison Optical, Healing Journeys and Rural Radiance
- ❖ Updates from area businesses:
 - United Prairie will be serving the VFW Steak Fry on January 14th with all proceeds going to Santaland with some upcoming renovations.
 - Let Maria know if you would like trees from Soil and Water by the end of the month.
 - EDA Improvement Program, accepting applications now through March 21st. They will be reviewed early April.
- ❖ Being no further business, the meeting was adjourned.

Respectfully submitted,
Karin Moen Secretary/Treasurer



Pooled Cash Report

City of Madison, MN
For the Period Ending 1/31/2025

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
101-10110	Claim On Cash - General	629,340.97	(40,945.85)	588,395.12	
201-10110	Claim On Cash	293,011.97	(932.95)	292,079.02	
202-10110	Claim On Cash	1,954.73	23,328.61	25,283.34	
205-10110	Claim On Cash	0.00	0.00	0.00	
211-10110	Claim On Cash	128,012.86	12,249.52	140,262.38	
212-10110	Claim On Cash	77,197.12	(952.65)	76,244.47	
225-10110	Claim On Cash	151,733.03	0.00	151,733.03	
350-10110	Claim On Cash	142,623.40	1,752.29	144,375.69	
351-10110	Claim On Cash	91,707.86	4,540.12	96,247.98	
353-10110	Claim On Cash	38,322.78	(143,556.25)	(105,233.47)	
401-10110	Claim on Cash	(132,770.00)	(3,304.00)	(136,074.00)	
406-10110	Claim On Cash	0.00	0.00	0.00	
407-10110	Claim On Cash	936,568.64	2,455.81	939,024.45	
410-10110	Claim on Cash	9,522.50	(5,249.00)	4,273.50	
420-10110	Claim On Cash	104,739.09	(2,089.12)	102,649.97	
425-10110	Claim On Cash	359,681.26	(45,120.45)	314,560.81	
430-10110	Claim On Cash	128,566.92	0.00	128,566.92	
601-10110	Claim On Cash	59,211.47	43,598.90	102,810.37	
602-10110	Claim On Cash	138,962.31	16,529.42	155,491.73	
603-10110	Claim On Cash	121,861.07	(10,588.21)	111,272.86	
604-10110	Claim On Cash	1,463,676.72	53,876.74	1,517,553.46	
605-10110	Claim On Cash	136,966.41	(40,781.69)	96,184.72	
609-10110	Claim On Cash	159,610.15	(13,818.01)	145,792.14	
614-10110	Claim On Cash	346,884.98	(20,613.76)	326,271.22	
851-10110	Claim On Cash	544,195.63	0.00	544,195.63	
TOTAL CLAIM ON CASH		<u>5,931,581.87</u>	<u>(169,620.53)</u>	<u>5,761,961.34</u>	
CASH IN BANK					
Cash in Bank					
999-10101	Cash In Bank-UP, UP-ICS & ONB	824,044.37	(207,435.00)	616,609.37	
999-10104	Cash In Bank-UP SCDP	1,954.73	23,328.61	25,283.34	
999-10105	Cash In Bank-UP MEDA	77,197.12	(952.65)	76,244.47	
999-10106	Cash In Bank-Ehlers	<u>5,028,385.65</u>	<u>15,438.51</u>	<u>5,043,824.16</u>	
TOTAL: Cash in Bank		<u>5,931,581.87</u>	<u>(169,620.53)</u>	<u>5,761,961.34</u>	
Wages Payable					
999-22303	Wages Payable	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
TOTAL: Wages Payable		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
TOTAL CASH IN BANK		<u>5,931,581.87</u>	<u>(169,620.53)</u>	<u>5,761,961.34</u>	
DUE TO OTHER FUNDS					
999-22301	Due To Other Funds	<u>5,931,581.87</u>	<u>(169,620.53)</u>	<u>5,761,961.34</u>	
TOTAL DUE TO OTHER FUNDS		<u>5,931,581.87</u>	<u>(169,620.53)</u>	<u>5,761,961.34</u>	
Claim on Cash	5,761,961.34	Claim on Cash	5,761,961.34	Cash in Bank	5,761,961.34
Cash in Bank	5,761,961.34	Due To Other Funds	5,761,961.34	Due To Other Funds	5,761,961.34
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
ACCOUNTS PAYABLE PENDING					
101-22300	Accounts Payable Pending	0.00	(132.83)	(132.83)	
201-22300	Accounts Payable Pending	0.00	(350.00)	(350.00)	
202-22300	Accounts Payable Pending	0.00	0.00	0.00	
205-22300	Accounts Payable Pending	0.00	0.00	0.00	
211-22300	Accounts Payable Pending	0.00	0.00	0.00	
212-22300	Accounts Payable Pending	0.00	0.00	0.00	
225-22300	Accounts Payable Pending	0.00	0.00	0.00	
350-22300	Accounts Payable Pending	0.00	0.00	0.00	
351-22300	Accounts Payable Pending	0.00	0.00	0.00	
353-22300	Accounts Payable Pending	0.00	0.00	0.00	
406-22300	Accounts Payable Pending	0.00	0.00	0.00	
407-22300	Accounts Payable Pending	0.00	0.00	0.00	
420-22300	Accounts Payable Pending	0.00	0.00	0.00	
425-22300	Accounts Payable Pending	0.00	0.00	0.00	
430-22300	Accounts Payable Pending	0.00	0.00	0.00	
601-22300	Accounts Payable Pending	0.00	0.00	0.00	
602-22300	Accounts Payable Pending	0.00	0.00	0.00	
603-22300	Accounts Payable Pending	0.00	0.00	0.00	
604-22300	Accounts Payable Pending	0.00	0.00	0.00	
605-22300	Accounts Payable Pending	0.00	0.00	0.00	
609-22300	Accounts Payable Pending	0.00	0.00	0.00	
614-22300	Accounts Payable Pending	0.00	0.00	0.00	
851-22300	Accounts Payable Pending	0.00	0.00	0.00	
TOTAL ACCOUNTS PAYABLE PENDING		<u>0.00</u>	<u>(482.83)</u>	<u>(482.83)</u>	
DUE FROM OTHER FUNDS					
999-22302	Due From Other Funds	0.00	482.83	482.83	
TOTAL DUE FROM OTHER FUNDS		<u>0.00</u>	<u>482.83</u>	<u>482.83</u>	
ACCOUNTS PAYABLE					
999-20201	Accounts Payable	0.00	(482.83)	(482.83)	
TOTAL ACCOUNTS PAYABLE		<u>0.00</u>	<u>(482.83)</u>	<u>(482.83)</u>	
AP Pending	(482.83)	AP Pending	(482.83)	Due From Other Funds	(482.83)
Due From Other Funds	(482.83)	Accounts Payable	(482.83)	Accounts Payable	(482.83)
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

**CITY OF MADISON
MADISON ECONOMIC DEVELOPMENT AUTHORITY LOAN FUND
NOTE STATUS REPORT**

January 31, 2025

MEDA LOANS (REVOLVING LOAN FUND)

LOAN NAME	NOTE #	FINAL MATURITY	ORIG LOAN Amount	MONTHLY PAYMENT	DAY DELINQ	AMOUNT DELINQ	BALANCE
LqP Ag Society/Fair Board-10 year no interest loa		12/31/27	\$85,000.00	\$3000/year			\$9,000.00
Lien Lumber/Chyde Strand		08/01/27	\$15,500.00	\$163.72			\$12,267.83
Torchwood Communications, LLC**		07/01/25	\$2,000.00	\$46.00			\$280.85
MD Lawncare CIP**		02/01/26	\$2,000.00	\$50.00			\$620.24
Bella Calluna CIP		02/01/26	\$2,000.00	\$50.00			\$620.24
Rural Solutions CIP		03/01/26	\$2,000.00	\$50.00			\$672.24
Madison Chiropractic CIP**		03/01/26	\$2,000.00	\$50.00			\$668.84
LqP Ag Society/Fair Board-5 year no interest		12/31/26	\$50,000.00	\$10000/year			\$20,000.00
The Sticks Bar & Grill		04/01/30	\$20,000.00	\$281.50			\$15,574.18
The Sticks Bar & Grill-CIP		03/01/27	\$2,000.00	\$50.00			\$1,203.54
DeToys Family Restaurant-CIP**		07/01/28	\$2,000.00	\$50.00			\$1,800.64
TOTAL MEDA LOANS (REVOLVING LOAN FUND)				\$791.22		\$0.00	\$62,708.60

**Has completed CIP and received forgivable portion.

FUND BALANCE AVAILABILITY

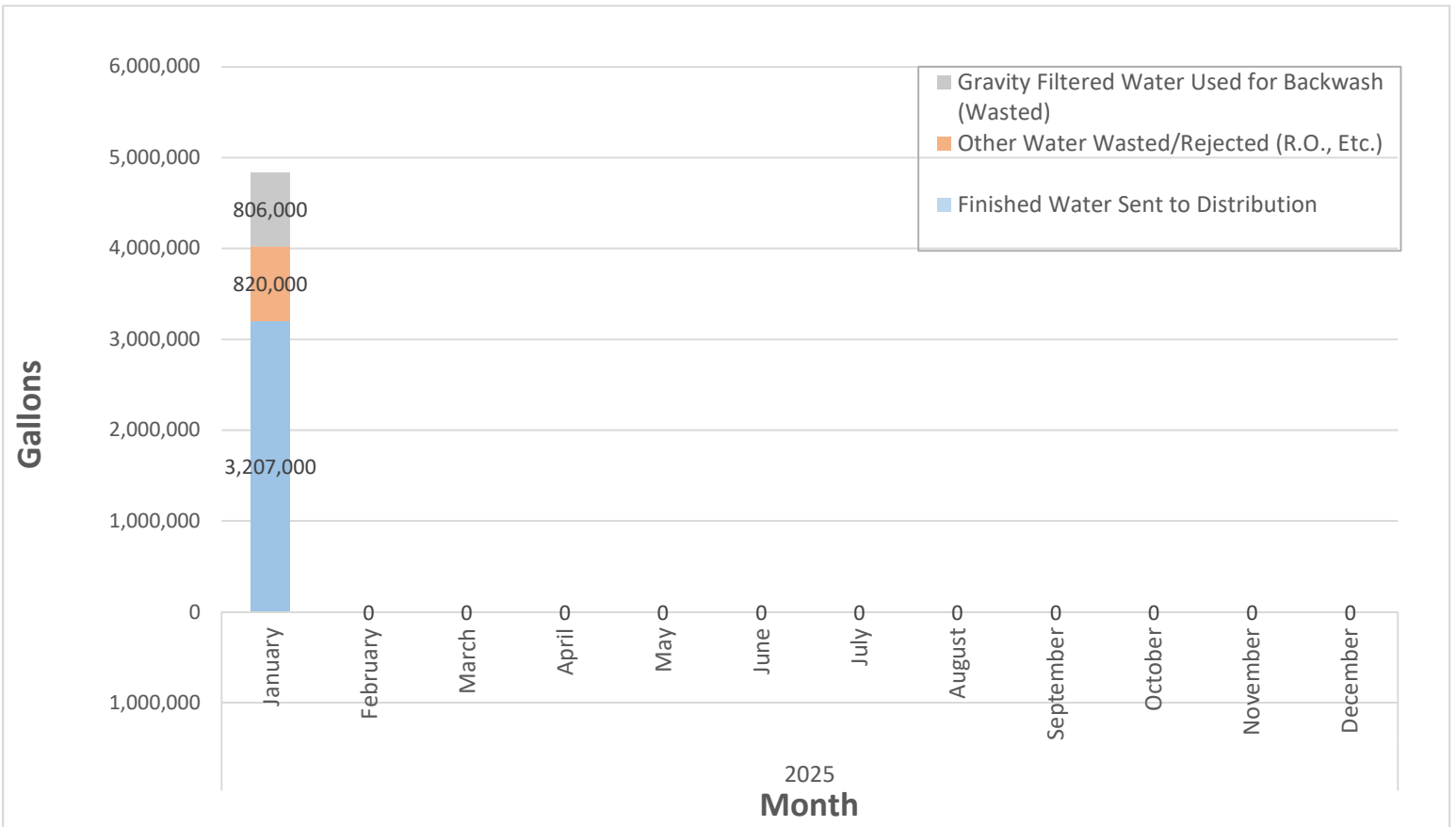
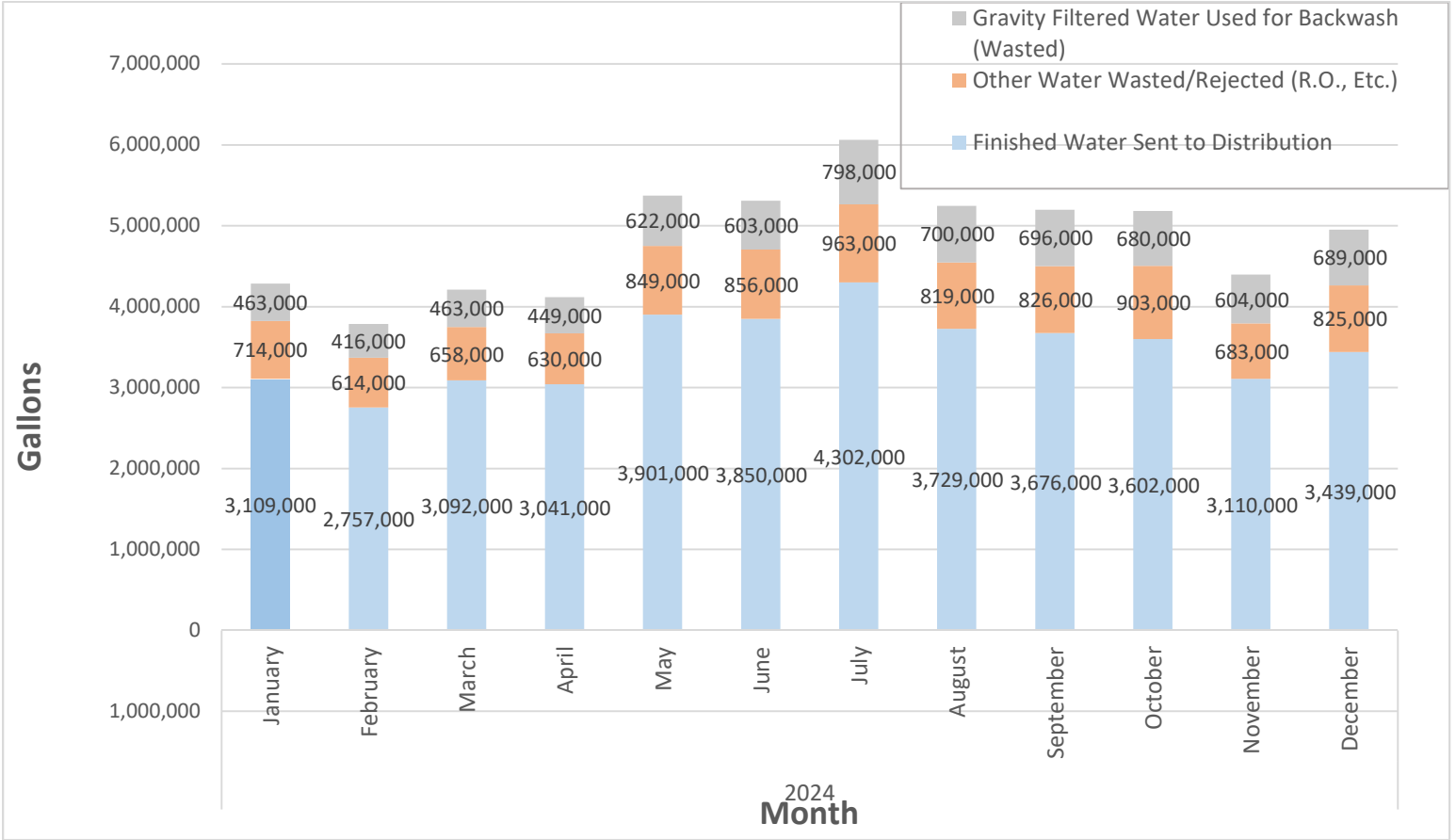
	MEDA LOANS (RLF)	TOTALS
Fund Balance	\$138,953.07	\$138,953.07
Less Loans Outstanding	\$62,708.60	\$62,708.60
Less Payments Outstanding	\$0.00	\$0.00
Bank Acct Available as of	\$76,244.47	\$76,244.47
January 31, 2025		
		MEDA Balance: \$76,244.47

MEDA FUND BALANCE INCOME

January 2025 Int	\$409.83	April 2025 Int	July 2025 Int	Oct 2025 Int
Febuary 2025 Int		May 2025 Int	Aug 2025 Int	Nov 2025 Int
March 2025 Int		June 2025 Int	Sept 2025 Int	Dec 2025 Int

2025 YTD Interest \$409.83

City of Madison Well Gallons Pumped and Use 2024 and 2025



Water Treatment Facility - City of Madison, MN

Monthly Summary

For the month ended: **January 31st, 2025**

Water Treatment Plant - Pump Hours and Gallons

Pump Description	End Hour Meter Reading	Start Hour Meter Reading	Hours Pumped	End Gallon Meter Reading	Start Gallon Meter Reading	Gallons Pumped (Reading x1000)	Notes
Well #1	437	437	-	7,181,000	7,181,000	-	
Well #2	26,058	25,853	205	2,236,370	2,231,537	4,833,000	
High Service #1	31,354	31,280	74	N/A	N/A	N/A	
High Service #2	18,657	18,584	73	N/A	N/A	N/A	
High Service Total	N/A	N/A	147	1,363,625	1,360,418	3,207,000	
Membrane Feed Pump	22,085	21,915	170	1,463,934	1,460,087	3,847,000	
Backwash Pump	10,361	10,336	25	304,865	304,059	806,000	

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

Gallons Used/Wasted Information

Description	Gallons (Metered)	Est. Gallons (Non-metered)	Notes
Overhead Fill Line (@ WTP)			
City Usage	N/A	N/A	=estimate based on tank filled
Customer Usage	N/A	N/A	=estimate based on tank filled
Subtotals for Overhead Fill Line	N/A	-	
---Total Overhead Fill Line Usage----->		-	
Hydrant Usage			
Flushing	N/A	N/A	est. based on 2.5" ID * mins * psi
City Usage (Internal)	57,600	N/A	
Customer Usage (External)	N/A	N/A	
Subtotals for Hydrant Usage	57,600	-	
---Total Hydrant Usage----->		57,600	
Gallons Wasted/Rejected:			
Gallons to Waste (filter to waste)	N/A	-	=(minutes to waste * well gpm)
Gallons to Waste (detention tank)	N/A	10,168	=(gpm*#valves*#days*#minutes)
Gallons Rejected/Wasted (R.O.)	N/A	1,017,600	=avg. gpm rejected by R.O.
---Total Gallons Wasted/Rejected----->		1,027,768	
Other			
WTP Internal Usage (East Wall Meter)	24,939	N/A	
East Pump House	-	N/A	

Chemicals & Supplies Information

Description	Units	Quantity Used (during month)	YTD Quantity Used	Cost/Unit	Cost (month ended)	YTD Cost	Quantity on Hand (month ended)	Notes
Chemicals/Products Used in Production:								
Anti-Scalant	gal.	30	30	\$ 55.01	\$ 1,636.46	\$ 1,636.46		
Aqua Hawk 127 (Coagulant)	gal.	26	26	\$ 14.75	\$ 376.05	\$ 376.05		
Aqua Hawk 9937 (Polymer)	gal.	-	-	\$ -	\$ -	\$ -		
Sodium Hydroxide 30%	gal.	49	49	\$ 9.99	\$ 489.36	\$ 489.36		
Chlorine	lbs.	288	288	\$ 1.72	\$ 496.22	\$ 496.22		
Fluoride	gal.	14	14	\$ 7.93	\$ 111.06	\$ 111.06		
Filters for R.O. System	20/pkg	1	1	\$ 312.13	\$ 312.13	\$ 312.13		
Nuclear 7768 (Polymer)	gal.	3	3	\$ 50.28	\$ 165.23	\$ 165.23		
Polyphosphate	gal.	46	46	\$ 18.47	\$ 840.20	\$ 840.20		
Potassium Permanganate	lbs.	132	132	\$ 5.07	\$ 667.20	\$ 667.20		
Sodium Bisulfite	lbs.	8	8	\$ 1.52	\$ 11.45	\$ 11.45		
Other Chemicals/Products:								
Aqua Hawk 350 Polymer Cleaner	gal.	-	-	\$ -	\$ -	\$ -		
Granular Chlorine	lbs.	-	-	\$ -	\$ -	\$ -		
Hydrochloric Acid	gal.	-	-	\$ -	\$ -	\$ -		
Caustic Soda 30%	gal.	-	-	\$ -	\$ -	\$ -		
XXX Cleaner P111	lbs.	-	-	\$ 8.40	\$ -	\$ -		
XXX Cleaner P303	lbs.	-	-	\$ 7.92	\$ -	\$ -		
XXX Cleaner P703	lbs.	-	-	\$ -	\$ -	\$ -		
XXX Cleaner XXX X XX	gal.	-	-	\$ -	\$ -	\$ -		
Additional Chemicals/Products (or new):								

Safety Committee Minutes

Date: 1/7/25

Start Time: 9:30am

End Time: 10:08

Topics and Discussions-

Garage Doors:

- ❖ Discussion of Opener Grant process and possible other options for door sensors.
 - Contact Willmar Overhead Door on the possible option of bump sensors.
 - Write up of site inspection for OSHA Grant.
 - Inspection needed for overhead sensors at Waste Water Plant, Ambulance Hall, and Fire Hall.

Site Inspections:

- ❖ Hazard assessments for city sites to be held in February 2025.

AWAIR and SDS Binder Organization:

- ❖ AWAIR binder will be gone through and overlooked to make sure everything is current and up to date.
- ❖ SDS will be gone through and overlooked to make sure it is current and up to date.
 - SDS that are current for 2025 will be gone through and put in a new binder as the old SDS sheets that need to be held on for 30 years will be in a separate binder.
 - Possibly look into an online SDS access system for all employees on computers.
 - Randy and Todd are assigned to SDS updates.

First Aid Kit Updates:

- ❖ Discussion of purchasing new first aid kits and add kits where needed at city facilities.
 - Need at least 1 Class B first aid kit with a tourniquet.
 - Possibility of MY MEDIC being a supplier of all first aid kits.
 - Try and get new first aid kits by next Safety Committee meeting.
 - Monthly first aid kit inspections will be performed at the same time as fire extinguisher inspections.
 - Zach is assigned to the monthly inspections once the new kits are received.

Safety Training and Discussions:

- ❖ Take time to discuss and train part time workers and summer help on safety procedures and proper PPE.

Bucket truck and man basket:

- ❖ Discussion of a safer faster way of tree trimming, Christmas lights, and flags.

- Bucket truck is very time consuming when have to moving from spot to spot constantly especially in cold weather conditions.
- Possibilities of changing time and dates of setups and take downs of flags and lights.
- Possibility of purchasing a man basket for the pay loader, but not being able to ride in the basket do to the basket personnel not be able to control or operate the equipment.
- Renting or purchasing a self-propelled Ariel lift are an option.

Next meeting will be held March 18th.

Madison Ambulance Service

January 28th, 2025

Call to Order: 8:32pm

Attendance: Attendance Taken

Approval of the Last Meeting Minutes:

Treasurer Report: Completed.

Training Officers Report: End of March for those that need to recertify. Reach out to Brittany to verify your 44 Plans.

Run Review: Discussion on recent call regarding POLST/DNR orders. Matt will reach out to the EMSRB on clarification.

Old Business:

- Policy-Updates being completed. Will address at a later meeting. Will use the City of Madison application for future hires.
- Basket Bingo-Thank yous sent. No updates
- EMSRB Inspection-Matt met with her but will be in touch with her to go over things we need to have available for inspection.
- SW EMS Managers Meeting
- Payroll-March

New Business:

- New EMT's-Barb has not started a class or been in contact with any of the applicants. Should we look into a new program/class. Heidi will reach out to Ann Jenson. Mitch will check with JT Schacherer(Ridgewater). Jeremy will contact Sanford Canby. Matt was in contact with Nia who needs to take a refresher for her EMT License. Matt will also reach out to Nate Fragodt to check on his status.
- New Elite system-Looks exactly like the current system it is just run by the state of MN. Need to switch over to this system by Feb. 1, 2025.
- Billing-Our billing has been fantastic over the last year. More changes may be coming.
- Meeting schedule-Continue meeting 1 x month for 2025. 4th Tuesday of the Month. December will be the 3rd Tuesday-16th. M: Kelly 2nd:Marissa Approved.

Motion to Adjourn: M: Jeremy 2nd: Marissa 8:59pm

Rig Inspection/Hall Duties: Completed

Next Meeting: February 25th, 2025 @ 6:00 pm

Reg Drill Meeting
1/20/2025

The Madison Volunteer Fire Department met in regular session with Chief Jerod Zimbelman presiding.

Roll Call and minutes of last meeting were read and approved.

Seth Haas gave the treasurers report and it was approved as read. Seth Haas asked to issue Jerod Zimbelman as an eligible signer at Old National Bank, Motion was made by Chris Hansen, seconded by Zach Flickinger.

Training officer report: Stephen Olson brought up about changing training start time on non-meeting nights; options would be 6 or 7 pm start. Vote was taken and kept at the same time of 6 pm. Training schedule is posted by the East entrance board.

Emergency calls since last meeting:

1. Jan 10th, Mallard Apartments – false alarm on Carbon Monoxide going off.

No report from the Equipment Committee.

Wives party is scheduled for February 22nd.

Looking for two new firemen. Jordan Bruns was a name that was brought up by Jerod Zimbelman; Jordan Bruns was told to apply at City Hall.

Training Scheduled for February 3rd.

Next meeting is scheduled for February 17th.

There is a bag of gloves that was cleaned out from trucks, if you need another pair take what you need.

Hall duties for the month of February are Casey Chester and Aaron Brehmer

Motion was made by Chris Hansen to adjourn meeting, seconded by Don Tweet.

Aaron Brehmer, Secretary

CITY COUNCIL CHECKLIST

2/6/2025

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	Applications out for 2025 Projects	
Downtown Open Space-Block 48	9/19/2022	Conroy	CM EDA	Consider for downtown apartments	
Daycare Performance/EDA Appropriation	9/1/2017	EDA	Community	Stakeholder Meetings have resumed - Met January 29th	
Infrastructure North Expansion	9/1/2021	Council	CM, council	Change Order to address unlinable laterals	
City Hall Restoration and Maintenance	6/1/2017	Council	CM, BM	Reimbursement Request Sent 50% of project \$56,000	
Slen Park Improvements - DNR	7/2/2021	Conroy	CM, Parks	Park Board Fundraising work begun - Committee and Board Meeting	
Welcome Sign School Pride State Champ	8/20/2022	Zahbrock	CM, PZ, AC	Quick Signs of Willmar - Mock Ups	
Carneige Library Roof	1/1/2022	Parks	Manager	Reimbursement Request Sent \$50,000	
Water Treatment Rehab	1/1/2024	All	Public Works	On PFA funding - In design	



Application and Certificate For Payment

To Owner: City of Madison 404 6th Ave Madison, MN 56256	Project: Madison Public Library 401 South 6th Ave Madison, MN 56256	Application No: 2 Date: 09/18/2024
From (Contractor): Horizon Roofing Inc 2010 County Road 137 Waite Park, MN 56387	Contractor Job Number: 24MADLI	Period To: 09/30/24 Architect's Project No:
Phone: 320 252-1608	Via (Architect):	Contract Date:
Contract For:		

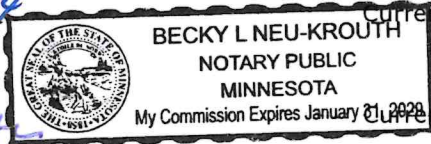
Contractor's Application For Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner		
	Date Approved	
Change orders approved this month	Number	
	1 09/10/24	2,400.00
	2 09/10/24	23,250.00
Totals		25,650.00
Net change by change orders		25,650.00

Original contract sum	65,700.00
Net change by change orders	25,650.00
Contract sum to date	91,350.00
Total completed and stored to date	59,921.00
Retainage	
5.0% of completed work	2,996.05
0.0% of stored material	0.00
Total retainage	2,996.05
Total earned less retainage	56,924.95
Less previous certificates of payment	43,634.92
0.000% of taxable amount	0.00

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

Contractor:
By: Kevin Teragawa Date: 9.24.24
State of: MN County of: Stearns
Subscribed and sworn to before me this 24 day of Sept, 2024 (year).
Notary public: Becky L Neu-Krouth
My commission expires 1/31/29.



Current sales tax	0.00
Current payment due	13,290.03
Balance to finish, including retainage	34,425.05

Architect's Certificate for Payment

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

Amount Certified: \$ 13,290.03

Architect: [Signature] Date: 01.27.2025

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Application and Certificate For Payment -- page 2

To Owner: City of Madison
 From (Contractor): Horizon Roofing Inc
 Project: Madison Public Library

Application No: 2 Date: 09/18/24 Period To: 09/30/24
 Contractor's Job Number: 24MADLI
 Architect's Project No:

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored to Date	%	Balance to Finish	Retention	Memo
			Previous Application	This Period						
101	Roofing Material	34,342.00	34,342.00	0.00	0.00	34,342.00	100.00	0.00	1,717.10	
102	Roofing Labor	23,179.00	11,589.50	11,589.50	0.00	23,179.00	100.00	0.00	1,158.95	
103	Sheet Metal Material	4,449.00	0.00	0.00	0.00	0.00	0.00	4,449.00	0.00	
104	Sheet Metal Labor	3,730.00	0.00	0.00	0.00	0.00	0.00	3,730.00	0.00	
201	Change order #1	2,400.00	0.00	2,400.00	0.00	2,400.00	100.00	0.00	120.00	
202	Change Order #2	23,250.00	0.00	0.00	0.00	0.00	0.00	23,250.00	0.00	
Application Total		91,350.00	45,931.50	13,989.50	0.00	59,921.00	65.59	31,429.00	2,996.05	

Application and Certificate For Payment

To Owner: City of Madison 404 6th Ave Madison, MN 56256	Project: Madison Public Library 401 South 6th Ave Madison, MN 56256	Application No: 3 Date: 10/16/2024
From (Contractor): Horizon Roofing Inc 2010 County Road 137 Waite Park, MN 56387	Contractor Job Number: 24MADLI Via (Architect):	Period To: 10/31/24 Architect's Project No: Contract Date:
Phone: 320 252-1608	Contract For:	

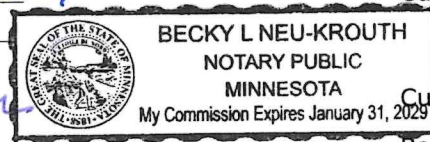
Contractor's Application For Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner	25,650.00	
Change orders approved this month		
Totals		
Net change by change orders	25,650.00	

Original contract sum	65,700.00
Net change by change orders	25,650.00
Contract sum to date	91,350.00
Total completed and stored to date	83,171.00
Retainage	
5.0% of completed work	4,158.55
0.0% of stored material	0.00
Total retainage	4,158.55
Total earned less retainage	79,012.45
Less previous certificates of payment	56,924.95
0.000% of taxable amount	0.00
Current sales tax	0.00
Current payment due	22,087.50
Balance to finish, including retainage	12,337.55

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

Contractor:
By: Sam Teragawa Date: 10-16-24
State of: MN County of: Stearns
Subscribed and sworn to before me this 16 day of oct, 2024 (year).
Notary public: Becky L Neukrouth
My commission expires 1/31/29.



Architect's Certificate for Payment

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

Amount Certified: \$ 22,087.50

Architect: [Signature] Date: 01.27.2025

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Application and Certificate For Payment -- page 2

To Owner: City of Madison
 From (Contractor): Horizon Roofing Inc
 Project: Madison Public Library

Application No: 3 Date: 10/16/24 Period To: 10/31/24
 Contractor's Job Number: 24MADLI
 Architect's Project No:

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored to Date	%	Balance to Finish	Retention	Memo
			Previous Application	This Period						
101	Roofing Material	34,342.00	34,342.00	0.00	0.00	34,342.00	100.00	0.00	1,717.10	
102	Roofing Labor	23,179.00	23,179.00	0.00	0.00	23,179.00	100.00	0.00	1,158.95	
103	Sheet Metal Material	4,449.00	0.00	0.00	0.00	0.00	0.00	4,449.00	0.00	
104	Sheet Metal Labor	3,730.00	0.00	0.00	0.00	0.00	0.00	3,730.00	0.00	
201	Change order #1	2,400.00	2,400.00	0.00	0.00	2,400.00	100.00	0.00	120.00	
202	Change Order #2	23,250.00	0.00	23,250.00	0.00	23,250.00	100.00	0.00	1,162.50	
Application Total		91,350.00	59,921.00	23,250.00	0.00	83,171.00	91.05	8,179.00	4,158.55	



Safety Team

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Jacob Kuntz

Field Services Safety Coordinator
Minnesota Municipal Utilities Association
January 29, 2025

Subject: Grant Recommendation for Installation of Garage Door Openers with Photo-Eyes

I am writing to formally recommend that the City of Madison seek funding through the Minnesota Occupational Safety and Health Administration (MNOSHA) grant program for the installation of garage door openers equipped with photo-eye sensors at our Maintenance Department facility. This recommendation follows a safety inspection conducted on August 6th, 2024, which identified a significant safety hazard due to the lack of such safety mechanisms on the facility's garage doors.

Issue Identification: During the inspection, it was observed that the garage doors in the Maintenance Department are not equipped with photo-eye sensors, a crucial safety feature for preventing entrapment and crushing hazards. These sensors are essential for detecting any obstruction in the door's path and automatically reversing its motion to prevent injury. Without these photo-eyes, the facility is exposed to unnecessary risks, particularly in areas where employees and visitors frequently pass.

Legal and Safety Requirements: In accordance with **Minnesota Statute 325F.83, Subd. 3**, all new garage doors installed after January 1, 1997, must be equipped with safety features, including photo-eye sensors. Specifically, the statute requires that garage doors use an automatic reversing mechanism or a similar safety system to prevent entrapment or injury. Our facility's current garage doors do not meet this legal requirement, and it is essential that we upgrade them to comply with Minnesota's safety standards and best practices.

Proposed Solution: We recommend replacing the existing garage door openers with new models that include photo-eye sensors. These sensors will prevent the doors from closing if an obstruction is detected, significantly reducing the risk of entrapment or crushing injuries. The upgraded openers will be fully compliant with **Minnesota Statute 325F.83, Subd. 3**, as well as OSHA's general safety requirements for machinery.

Benefit to Employees and Visitors: This safety upgrade will provide protection not only for the numerous employees who work in the Maintenance Department, but also to the many visitors who may enter or interact with the facility. The presence of these safety features will help ensure that all individuals, including employees and guests, are safeguarded from potential injury while in or near the garage areas.

Cost of Potential Injuries: Being caught under an overhead door can result in serious, often catastrophic injuries, with potential crushing injuries exceeding \$250,000 in medical costs or even resulting in death. The emotional and physical toll on those injured is difficult to quantify but can lead to long-term effects on workers and their families. Moreover, the city would face substantial medical and legal costs, potentially reaching over \$250,000 per incident. The installation of photo-eye sensors can significantly mitigate these risks, preventing both the direct and indirect costs of such accidents.

Return on Investment (ROI): The City of Madison will fund the remainder of the project not covered by the MNOSHA grant from its internal budget. With the addition of the requested equipment, the city can expect a substantial return on investment through the prevention of workplace injuries and the associated costs. This

600 Highway 169 South, Ste 701 | St. Louis Park, MN 55426

Phone 763-551-1230 Toll-Free 800-422-0119

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upgrade will reduce the likelihood of costly accidents and help avoid the financial and reputational damage that can arise from such incidents.

Safety Committee Discussion: The City of Madison’s Safety Committee has met and thoroughly discussed the need for these new safety mechanisms. The Committee recognizes the importance of upgrading the garage doors to ensure they are equipped with photo-eye sensors, which will not only prevent bodily harm or death to employees and guests but also protect city-owned vehicles and equipment. The committee emphasized that in the event of a garage door closing on a vehicle, the lack of these safety features could result in significant damage to equipment. Implementing these sensors will reduce the risk of costly damage to vehicles and other property, further enhancing the City’s ability to protect both people and assets.

Ongoing Safety Efforts: The City of Madison has demonstrated a robust commitment to safety by conducting regular mock-OSHA and facility safety inspections to identify and address potential hazards. By taking this proactive approach to safety, the City of Madison is minimizing the risk of workplace injuries and ensuring that both employees and visitors are protected.

Grant Funding Request: The estimated total cost for the purchase and installation of the new garage door openers, including photo-eye sensors, is \$13,625.00. This total includes the equipment, installation labor, and necessary warranties or service agreements. We are requesting a grant of \$6,812.50, to cover the allowed half of the project.

Justification for Funding: The installation of these safety features is crucial for ensuring compliance with **Minnesota Statute 325F.83, Subd. 3**, which mandates that garage doors be equipped with photo-eye sensors or other safety devices to protect workers from potential entrapment and injury. This upgrade will align with the City of Madison’s ongoing commitment to maintaining a safe work environment and will help prevent injuries, as well as reduce the potential for costly medical bills, legal fees, and workers’ compensation claims.

Conclusion: Upgrading the garage doors with photo-eye sensors will not only enhance the safety of the Maintenance Department but will also ensure compliance with Minnesota’s legal requirements. By preventing crushing injuries, protecting equipment, and mitigating related costs, this grant will provide a significant return on investment for the City of Madison. We respectfully request that MNOSHA approve this grant application to enable us to implement this important safety improvement, protecting both employees and visitors.

Thank you for considering our request. Should you need any additional information, I am available at 763-213-7977 or jkuntz@mmua.org for further clarification.

Sincerely,
Jacob Kuntz
Field Services Safety Coordinator
Minnesota Municipal Utilities Association

600 Highway 169 South, Ste 701 | St. Louis Park, MN 55426

Phone 763-551-1230 Toll-Free 800-422-0119

mmua.org



514 Pacific Ave SW
 PO Box 3107
 Willmar, MN 56201
 320-235-2971

Estimate

Date	Estimate #
11/7/2024	2003-1787
VALID FOR 30 DAYS	

Name / Address
City of Madison 404 6th Ave N Madison, MN 56256

Project	Project Location	Terms
		Due on receipt

Qty	Description	Cost	Total
4	Replace operators on 8 doors - they to handle wiring for photo eyes, wall stations as needed LiftMaster Maxum TDC7S1BMC commercial DC motor Trolley operator w/ enhanced wall station and CPS-U photo eyes. Wifi Enabled	1,265.00	5,060.00
3	LiftMaster Maxum TDC7S1BMC commercial DC motor Trolley operator w/ enhanced wall station and CPS-U photo eyes. Wifi Enabled	1,225.00	3,675.00
1	LiftMaster Maxum TDC12S1BMC commercial DC motor Trolley operator w/ enhanced wall station and CPS-U photo eyes. Wifi Enabled	1,530.00	1,530.00
8	Commercial Operator Installation	350.00	2,800.00
16	LiftMaster model 891LM single button remote	35.00	560.00
		Subtotal	\$13,625.00
Signature		This quote does not include electrical or carpentry work. Opening to be prepared prior to installation. Space to be level and free of obstructions.	Sales Tax (6.875%)
Date			Total
			\$0.00
			\$13,625.00



2779 261st Ave Madison, MN 56256 Ph: (320) 321-9690

2025 Lawn & Landscaping Contract

A-N-H Lawn Care will be providing Lawn and Landscaping services for

Client: City of Madison

Contact: City of Madison

Phone: (320) 598-7373

Email: Madison@ci.madison.mn.us

Address: 404 6th Madison MN, 56256

This agreement shall be in effect during the 2025 season including Spring, Summer, and Fall.

For this job, **A-N-H Lawn Care** will be performing the following work:

A) Seasonal Lawn Maintenance: Initial Clean up: \$200

After Initial Clean up Rate: \$100 Per hour.

- Contractor will cut, trim, blow all designated mowing areas
- Service may be performed a day before, or a day after, due to inclement weather forecasts.
- Service will be performed starting **4/1/25**, through **TBD**.

C) Mulch Installation: _____

- Deliver and install 2" of **COLOR/TYPE** mulch to existing landscaped areas/mulch beds/islands/boulevards.
- Clean up staging area after job is completed including newly mulched landscaping beds/islands/boulevards.
- Bed edging / redefining may be performed for an additional charge, and not included in the above quoted price.

D) Spring Clean Up: _____

- Includes removal of leaves, trash, and debris from the lawn and landscape beds on property from Spring.
- Includes Spring pruning / cutbacks of perennial plants on the property. Additional shrub / tree pruning extra.

E) Fall Clean Up: _____

- Service will be performed mid-late November, or when leaves have mostly fallen on property before Winter.
- Includes removal of leaves, trash, and debris from the lawn and landscape beds on property.

Total For All Quoted Services For YEAR: TBD



2) A-n-H Lawn Care Responsibilities

A-n-H Lawn Care agrees:

- To operate in a professional, predictable manner, with a clean presentable image while on site.
- To use subcontractors as it sees fit to complete work orders and tasks with prior approval.
- To hire only those workers legally authorized to work in the United States.
- To maintain insurance and coverage deemed necessary by law including liability and auto.

3) Payment Terms & Conditions

- All services performed will be paid in full within **Net 30 days**.
- The client will be billed after service for all services including mowing / maintenance / and landscaping jobs.
- Any landscaping work over **\$500** will require a **50%** deposit, including spring mulching services.
- Payments may be issued via Check, PayPal, venmo, or online invoice bill pay through **Yardbook**.
- Payments made after 30 days may be subject to a **\$25/month late fee**.

4) Legal Notices / Disclaimers

- The client is advised and permits their property to be photographed and/or videographed for the purpose of site documentation and for social media/marketing purposes.
- A-n-H Lawn Care and the Property owner agree that this contract is enforceable according to the laws of the state of Minnesota.
- Any individual who signs this agreement on behalf of the property owner or A-n-H Lawn Care, promises and guarantees that he or she is fully authorized to execute this agreement on behalf of his or her employer or company. In the case of an agent of the property owner, such agent represents, promises and guarantees that such agent is fully authorized to execute this agreement on behalf of the property owner.
- This agreement will not be binding upon the contractor until a signed copy has been received by our office. No oral agreements will be accepted, whatsoever.

A-n-H Lawn Care
 Armando Vargas
 2779 261st Ave. Madison, MN 56256

 Customer Name

 Customer Signature

 Date

 Contractor Name

 Contractor Signature

 Date



Memo

To: Mayor Meyer, City Council
From: City Manager
Date: February 10, 2025
Re: Housing Trust Fund Hearing

Background:

In 2017, the Minnesota Legislature defined a Local Housing Trust Funds (LHTF) in law providing clarity to assist local jurisdiction with housing investments. LHTF are established by a local government dedicating public revenue for housing. They are a consistent, flexible resource for housing within local jurisdiction. Trust funds help communities leverage public and private resources and jumpstart projects that draw investment and jobs. LHTFs enable prioritizing developments that maximize benefit to the community.

To incentivize LHTFs, in 2021, the Minnesota Legislature authorized a state match fund of \$1 million, providing a one-to-one match on the first \$150,000 of new revenue invested in housing trust funds by cities and counties, and a one-to-two match on the next \$150,000 of available funds. In 2023 an additional \$4.8 million was added. At a minimum the City EDA would use the 2025 allocation of \$25,000 for housing in this application and if possible the Cities appropriated SAHA funds from LqP County.

The City would intend to use the funds per the state statute attached.

Discussion/Recommendation:

To be considered an intent to apply must be completed by February 11th, the full application due date is March 19th. As part of the full application an ordinance to establish the fund shall be completed. The ordinance would be approved at the hearing on February 24th, 2025.

462C.16 HOUSING TRUST FUNDS FOR LOCAL HOUSING DEVELOPMENT.

Subdivision 1. **Definitions.** (a) For the purposes of this section, the following terms have the meanings given to them.

(b) "Commissioner" means the commissioner of the Minnesota Housing Finance Agency.

(c) "Fund" means a local housing trust fund or a regional housing trust fund.

(d) "Local government" means any statutory or home rule charter city or a county.

(e) "Local housing trust fund" means a fund established by a local government with one or more dedicated sources of public revenue for housing.

(f) "Regional housing trust fund" means a fund established and administered under a joint powers agreement entered into by two or more local governments with one or more dedicated sources of public revenue for housing.

Subd. 2. **Creation and administration.** (a) A local government may establish a local housing trust fund by ordinance or participate in a joint powers agreement to establish a regional housing trust fund.

(b) A local or regional housing trust fund may be, but is not required to be, administered through a nonprofit organization. If administered through a nonprofit organization, that organization shall encourage private charitable donations to the fund.

Subd. 3. **Authorized expenditures.** Money in a local or regional housing trust fund may be used only to:

(1) pay for administrative expenses, but not more than ten percent of the balance of the fund may be spent on administration;

(2) make grants, loans, and loan guarantees for the development, rehabilitation, or financing of housing;

(3) match other funds from federal, state, or private resources for housing projects; or

(4) provide down payment assistance, rental assistance, and home buyer counseling services.

Subd. 4. **Funding.** (a) A local government may finance its local or regional housing trust fund with any money available to the local government, unless expressly prohibited by state law. Sources of these funds include, but are not limited to:

(1) donations;

(2) bond proceeds;

(3) grants and loans from a state, federal, or private source;

(4) appropriations by a local government to the fund;

(5) investment earnings of the fund; and

(6) housing and redevelopment authority levies.

(b) The local government may alter a source of funding for the local or regional housing trust fund, but only if, once altered, sufficient funds will exist to cover the projected debts or expenditures authorized by the fund in its budget.

Subd. 5. **Reports.** A local or regional housing trust fund established under this section must report annually to the local government that created the fund. The local government or governments must post this report on its public website.

Subd. 6. **Effect of legislation on existing local or regional housing trust funds.** A local or regional housing trust fund existing on July 1, 2017, is not required to alter the existing terms of its governing documents or take any additional authorizing actions required by subdivision 2.

History: 2017 c 94 art 11 s 8



City of Madison, MN

Expense Approval Report By Fund

Payment Dates 1/29/2025 - 1/29/2025

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - General					
PIONEERLAND LIBRARY SYS.	67205	01/29/2025	LIB-DVD'S	101-45500-592	1,285.61
NICOLE BENINGA	67204	01/29/2025	CTY HALL-CLEANING 1/25	101-41940-310	1,000.00
MN ENERGY RESOURCES	67203	01/29/2025	LIB-NAT GAS 1/25	101-45500-380	383.27
MN ENERGY RESOURCES	67203	01/29/2025	POOL-NAT GAS 1/25	101-45124-380	50.00
Fund 101 - General Total:					2,718.88
Fund: 201 - Ambulance					
MN ENERGY RESOURCES	67203	01/29/2025	Amb-Nat Gas 1/25	201-44100-380	241.12
Fund 201 - Ambulance Total:					241.12
Fund: 425 - Bldg & Capital Capital Fund					
MACDONALD & MACK ARCHI...	67202	01/29/2025	BLDG CAP-LIB-ROOF BIDDING	425-41950-520	2,668.75
HORIZON ROOFING INC	67201	01/29/2025	BDLG CAP-LIB ROOF	425-41950-520	22,087.85
HORIZON ROOFING INC	67201	01/29/2025	BLDG CAP-LIB ROOF	425-41950-520	13,290.03
Fund 425 - Bldg & Capital Capital Fund Total:					38,046.63
Grand Total:					41,006.63

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
101 - General	2,718.88	2,718.88
201 - Ambulance	241.12	241.12
425 - Bldg & Capital Capital Fund	38,046.63	38,046.63
Grand Total:	41,006.63	41,006.63

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
101-41940-310	CLEANING CONTRACT	1,000.00	1,000.00
101-45124-380	UTILITY EXPENSE	50.00	50.00
101-45500-380	UTILITY EXPENSE	383.27	383.27
101-45500-592	CAPITAL OUTLAY (TAPES...	1,285.61	1,285.61
201-44100-380	UTILITY EXPENSE	241.12	241.12
425-41950-520	CAPITAL OUTLAY (BUILD...	38,046.63	38,046.63
Grand Total:		41,006.63	41,006.63

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	41,006.63	41,006.63
Grand Total:	41,006.63	41,006.63