



BOARD OF COMMISSIONERS

AGENDA

APRIL 4, 2022

5:30PM – COMMISSION ROOM – 116 W CENTER ST

CALL TO ORDER

Please join the Zoom meeting from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/81611823367>

PLEDGE OF ALLEGIANCE

You can also dial in using your phone.

ROLL CALL

+1 312 626 6799

ADOPT AGENDA

Meeting ID: 816 1182 3367

JOINT PLANNING COMMISSION/BOARD OF COMMISSIONERS

- 1) Public Hearing on City of Madison Comprehensive Land Use Plan
- 2) Planning Commission - Recommend Approval for Board of Commissioners to Adopt Resolution No. 2022-13
- 3) Adopt Resolution No. 2022 -13 - Comprehensive Update to the Comprehensive Land Use Plan for City of Madison

APPEARANCES/ACKNOWLEDGEMENTS

CONSENT CALENDAR

- 1) Minutes - March 21, 2022
- 2) Minutes - Board of Equalization - March 21, 2022
- 3) Minutes - Board of Equalization - March 23, 2022
- 4) Payroll Bills for Ratification - April 1, 2022
- 5) Bills for Ratification - March 30, 2022
- 6) Bills for Approval - April 6, 2022
- 7) Personnel
- 8) Acknowledge February 2022 Board Meeting Minutes
- 9) Certificate of Substantial Completion - Water Tower Loop Line
- 10) Declare Surplus Property and Authorize for Proper Disposal - Electronics
- 11) Acknowledge Retail Malt Beverage License Application and Set Date of Hearing April 18, 2022 - Unlock Madison

UNFINISHED BUSINESS

- 1) 2nd Reading Ordinance No. 1645 - Electric Processing Fee and After-Hours Fee
- 2) 2nd Reading Ordinance No. 1646 - Water Processing Fee and After-Hours Fee
- 3) 2nd Reading Ordinance No. 1647 - Authorize the Establishment of Fees, Fines, & Penalties by Resolution

NEW BUSINESS

- 1) Adopt Resolution No. 2022-14 - Business & Community Development Fees
- 2) Adopt Resolution No. 2022-15 - Public Works & Utilities Fees, Fines & Penalties
- 3) Adopt Resolution No. 2022-16 - Public Safety Fees, Fines, Penalties
- 4) Authorize Mayor to Sign Memorandum of Understanding - PP6 Madison, LLC - Proposed Assisted Living Property
- 5) 1st Reading Ordinance No. 1648 - Marijuana Zoning
- 6) Approve Referral Bonuses to City Employees for lifeguard referrals for MAC
- 7) Review and Award Bid No. 912 - Chip Sealing
- 8) Approve Expanding Electric Purchase Bid to Purchase Switches for Planned New and Expanding Businesses
- 9) Discuss Purchases of 2022 Streets Equipment

PUBLIC COMMENT

ANNOUNCEMENTS

- 1) Combined Municipal/School Board Election - April 12, 2022
- 2) Next Commission Meeting - April 18, 2022

EXECUTIVE SESSION

ADJOURN

Anyone wishing to speak to an item on the agenda must be acknowledged by the chair and come to the podium to address the Mayor and City Commission. Addressing other audience members will not be permitted.

Supplementary agenda information may be accessed at www.cityofmadisonsd.com

AGENDAS – CITY COMMISSION

If special accommodations are necessary to attend any Board of Commissioners meeting, please contact the Finance Office at (605) 256-7500 at least 24 hours before meeting time. All attempts shall be made to accommodate a request.

RESOLUTION 2022-13

A RESOLUTION ADOPTING THE COMPREHENSIVE LAND USE PLAN FOR THE CITY OF MADISON, AS PROVIDED FOR IN SDCL 11-6-14 THROUGH 11-6-18

WHEREAS, Chapter 11-6 of South Dakota Codified Law has empowered the Planning Commission and City Commission of the City of Madison to prepare a Comprehensive Land Use Plan for the development of the municipality and the surrounding area; and

WHEREAS, the Madison Planning Commission has developed a Comprehensive Land Use Plan for the years 2022 to 2040, has held the required Public Hearing, and has made a recommendation for adoption of the Plan to the City Commission; and

WHEREAS, the Madison City Commission has received the recommendation of the Planning Commission and has held the required Public Hearing; and

WHEREAS, the adoption of the Comprehensive Land Use Plan would enhance the responsible development of the City of Madison and the surrounding area.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MADISON, SOUTH DAKOTA:

That the Comprehensive Land Use Plan for the City of Madison for the years 2022 through 2040 be hereby adopted and effective upon 20 days after publication of this resolution.

Adopted this __ day of April, 2022.

/s/Marshall Dennert
Mayor, City of Madison

Attest: /s/Sonya Wilt
City Finance Officer

Published once at the approximate cost of \$__.

**CITY OF MADISON
BOARD OF COMMISSIONERS PROCEEDINGS
MADISON, SD 57042**

March 21, 2022
Regular

The Board of Commissioners of the City of Madison met in regular session following Board of Equalization at 6:10pm on the 21st day of March with the following members present on roll call: Mayor Marshall Dennert and Commissioners Jeremiah Corbin, Kelly Dybdahl (via Zoom), Adam Shaw and Jerae Wire.

The Pledge of Allegiance was recited.

Motion by Commissioner Corbin, seconded by Commissioner Wire to adopt the March 21st agenda. Motion carried unanimously.

Motion by Commissioner Dybdahl, seconded by Commissioner Shaw, to approve the following items on the consent calendar: Minutes - March 7, 2022; Payroll Bills for Ratification - March 4, 2022; Payroll Bills for Ratification - March 18, 2022; Bills for Ratification - March 9, 2022; Bills for Approval - March 23, 2022; Building Permit Report - February 2022; Adopt Resolution No. 2022-07 - Approve a Plat - Lots 10A, 10B, 10C, Block 1 Lakeview Industrial Park Addition; Adopt Resolution No. 2022-08 - Approve a Plat - Tract A, Block 3 Windsor Estates Second Addition; Acknowledge Agreements - Furnishing Electrical Materials - 2022; Notice of Public Hearing - City of Madison Comprehensive Land Use Plan - April 4, 2022 5:30pm; Appoint Election Board (Board 1 - Elaine Struwe - Precinct Superintendent, Marcie Spielmann, Doug Spielmann; Board 2 - Carol Petri - Precinct Superintendent, Carla Sudenga, Sharon Halseth).

Payroll Bills for Ratification - March 4, 2022:

PR#5 Deductions: AFLAC \$3,292.82; City of Madison - Flex One \$1,619.01; Delta Dental of South Dakota \$5,926.74; Health Pool of South Dakota \$38,723.63; IBEW Local Union No. 426 \$344.00; Office of Child Support Enforcement \$900.00; SDRS \$19,936.36; SDSRP \$2,377.50; Teamsters Local Union No. 120 \$658.00.

Payroll Bills for Ratification - March 18, 2022:

PR#6 Deductions: Health Pool of South Dakota \$39,425.61; IRS-EFTPS \$36,297.96; Office of Child Support Enforcement \$900.00; SD Retirement System \$22,462.14.

Bills for Ratification - March 9, 2022:

A A A Collections Inc February Collection Services \$119.05; Alpha Media USA LLC Spring Time Change/Snow Banner \$398; American Red Cross Basic Life Support \$23; Appera Mat Rentals \$70.7; AT & T Mobility PD Monthly Cell Service \$240.24; Avenu Insights & Analytics February Application Host \$3295.29; Belden/Lisa G Refund After Deposit Applied to Final Bill \$17.07; Blackstone Publishing Books \$91.24; Borns Group Inc Utility Billing \$1989.73; Brookings Area CPR CTC Basic Life Support eCards \$70; Builders FirstSource Lumber for Flynn Field \$211.6; Butler Machinery Co Return/Seals/Parts \$467.91; Carquest of Madison Radiator/Mopar Antifreeze/Oil/Parts \$780.91; Central States Wire Products Bundle Wire \$1827.8; Century Business Products Inc Copier Contract - Library \$27; Christiansen Complete Water Water Delivery - Cooler Rental \$33.2; City of Brookings Landfill February Gate Fees \$3442.56; Claims Associates Inc Deductible Claim #GC22.109495 \$500; Classic Convenience Inc Fuel \$668.01; Coles Petroleum Products Inc Fuel \$7712.14; Core & Main GP LLC Meters \$1254.67; D & T Ventures LLC March Website Support \$360.5; Dakota Fluid Power Inc Parts \$83.09; Dakota State University Workstudy/Shipping/Postage/Printing \$3626.93; DLT Solutions LLC AutoCad Subscription \$1579.81; East River Electric Power Coop February - Transmission/SE Sub Transmission Transmission \$29047.2; Ebsco Industries Inc JD Power Official Used Car Guide \$38.5; F & M Coop Oil Co Fuel/Tire Repair \$1084.45; Fastenal Co Coveralls \$19; First Bank & Trust Heartland - February 2022 \$442316.8; First Bank & Trust Bond Interest \$11996.82; First Premier Bank Interest Payment \$3047.71; Fox Promo LLC Sew on Patches \$18; Galls LLC Condor Cobra Tactical Belt \$193.68; Graybar Electric Co Inc 1/2" EMT Conduit \$170.78; Great America Financial Svcs Copier Lease Agreement \$463.33; Hale/Cassidi Daily Admittance Fee Refund \$6; Hansen/Bradley F Refund After Deposit Applied to Final Bill \$149.61; Hillyard Inc Janitorial Supplies \$1115.69; Hunter Publishing Inc

Minutes/Resolutions/Bids/Appeals \$490.71; Hyland Machining Inc Parts - Bolts \$30; International Code Council Inc 2021 Bldg/Mech/Prop/Maint/Res Manuals \$448.55; Interstate All Battery Center Rebuild or Repair Customer Pak \$35; John Henry Foster Filters/Drains \$336.18; Jordahl/Megan Audio Cable \$4.25; Josh's Tools LLC Head Lamp/Tool Battery \$161.5; Lake County Register of Deeds February Resolutions \$60; Lake County Treasurer Fuel \$675; Lewis Drugs Inc ASP Food/Snacks \$87.7; Lewis&Clark Regional Water Sys March 2022 Fees \$270; Library Ideas LLC Books \$527.4; Madison Ace Hardware Leaf Blower/Trimmer/Oil/Parts \$837.87; Madison Area Arts Council 2022 Annual Contribution \$12500; Madison Grocery Store Inc ASP Foods/Snacks \$165.99; Mamas Maid Service Cleaning Service \$556.25; Markos Repair Zama Carburetor Kit \$14.58; Martian/Robin A Refund After Deposit Applied to Final Bill \$0.93; Micromarketing LLC Books \$227.97; MPower Technologies Inc GIS Mapping \$561; Muth Electric Inc Use Tax Payment on MAC Repairs \$13.86; North Central International SF Bracket Kit \$152.62; Northwestern Energy Utilities \$2897.98; O Reilly Automotive Inc Pulleys/Water Pump/Micro-V Belt/Filters \$287.94; Office Peeps Inc Janitorial Supplies/Paper/Binders/Batteries \$823.01; One Source Background Checks \$237; One Stop Fuel \$51.25; Pizza Ranch Pizzas Delivered to Community Center \$76; Porta Pros Inc Portable Toilet Rental – Totland Park \$142; Prostrullo Auto Plaza Co Screw \$2.29; Racom Corp FCC License Application to Renew Call Signs \$75; Ramkota Hotel Room Rentals – S. Boecker/R. Robertson \$192; RC First Aid First Aid Supplies \$132; Runnings Supply Inc Shelter Supplies/Saw Blades/Hardware/Rake/Parts \$632.02; Rural Electric Supply Coop Ground Sleeve (Basement) \$5304; SD Airport Conference 2022 Airport Conference - M. Downs \$70; SD One Call Message Fees \$5.25; SEAFOG 2022 SEAFOG Dues – Sonya Wilt \$40; Sioux Valley Energy Utilities \$476; Smart Apple Media Books \$152.68; Smith Zimmermann Museum 2022 Annual Contribution \$11500; Streichers Inc Ballistic Panel Set/Opening Carrier \$1204.99; Sturdevants Madison Inc Custom Seat Covers/Transmission Line/Coolant \$844.35; Timmer Supply Co Flynn Field Bullpen Hardware \$1.18; US Dept of Energy February 2022 Services \$119737.3; USA Blue Book Chemicals \$130.3; Valiant Living Inc Contracted Expenses \$5096; Verizon Wireless ASP Monthly Cell Service \$80.86; Visual Gov Solutions LLC February Processing Fee \$6424.65; Wheelco Brake & Supply Inc Air Filter \$44.54; Winrow/Kaylee ASP Day at the Capital \$167.68.

Bills for Approval - March 23, 2022:

Alpha Media USA LLC Community Center Advertising \$420; Appeara Mat Rental Services \$289.01; AT & T Mobility DataConnect - Library \$173.39; Avera Medical Group Drug Collection and Testing \$61; Baker & Taylor Books \$173.28; Banner Associates Inc Madison Water System Improvements through Feb 19 \$28420.16; Barger Electric LLC Air Filters for City Hall \$147.42; Big Sioux Community Water Sys Feb Water Usage \$7747.11; Carquest of Madison Coolant Hoses/Alternator/Strobe Light \$384.26; CenturyLink QC March Phone Bill \$90.84; Christiansen/Steve Driver License Renewal \$35; Civic Plus LLC Web Design/DNS & Domain Hosting \$20722.8; Classic Convenience Inc Fuel \$97.83; Coles Petroleum Products Inc Oil \$602.95; Colliers Securities LLC Bond Anticipation Notes \$49860; Core & Main GP LLC Hydrants for SRF Project \$90145.3; Dakota State University January 2022 Utilities \$10245.38; Daxko LLC March Spectrum Software \$1751.76; East Dakota Transit Inc 2022 Annual Contribution \$14250; F & M Coop Oil Co Tire Repair \$25; Fastenal Co Disposable Coveralls \$47.5; FedEx FedEx Priority Overnight \$37.45; Flexible Pipe Tool Co Bulldog Nozzel \$3450; Gale Cengage Learning Books \$183.14; Geotek Engineering & Testing Geotechnical Exploration - Proposed City Hall \$4382; Goodwill of the Great Plains Shred Services \$52.75; Graybar Electric Co Inc LED Post-Top Lighting for Library \$7111.48; H W Wilson Company Reference Shelf - 2022 Subscription \$785.5; Heartland Consumers Power District Crabtree/Dybdahl Membership Overpayments \$459; Hillyard Inc Service Floor Scrubber/Garbage Liners \$1073.75; Hunter Publishing Inc Minutes/Resolutions/Job Ads/Announcements \$996.05; Hydro Tech Service Well House #1 Project \$75093.75; Ingram Co Books \$1224.76; Johnson Feed Inc Road Salt \$3028.48; Junior Library Guild Books \$4471.4; Kolorworks Paint \$22.99; Lewis Drugs Inc Athletic/Sport/First-Aid Supplies \$64.84; Lewis Software Assoc LLC Bus. Taxpayer License/941 Filing Service \$54; Life Fitness Inc Field Service Labor Charge \$367.5; Madison Ace Hardware Air Filters/Bolt Eyes with Nuts \$59.65; Madison Grocery Store Inc Crackers/Cereal/Bananas/Batteries \$224.42; Manitou Equipment America LLC 1% Sales Tax Rebate \$3698.22; Micromarketing LLC Books \$1110.78; Midstates Glass LLC Library Window \$296.81; North Central International SF #36C Repairs \$588.25; Northwestern Energy Utilities \$1180.48; O Reilly Automotive Inc Spark Plugs/Cabin Filters \$218.12; OCLC Inc Cataloging and Metadata Subscription \$368; Office Peeps Inc Black Toner/Biners/Garbage Bags/Copier Paper \$492.49; Open Access Technology Int'l CVR/AMI/DRMS Milestones \$36750; Pitney Bowes Global Financial Services LLC Postage Machine Lease \$474.18; Porta Pros Inc Handicap Unit Rental Memorial Park

\$170; Prostrollo Auto Plaza Co Shifter Springs \$41.8; R&R Repair LLC Rec-1 Wire Guide/Clean Out Tool \$2346.45; Recreation Supply Co Inc Pool/Hot Tub Parts \$102.06; Redlinger Bros Plumbing & Heating Heater Replacement at WTP \$2330; Resykle LLC Used Pipe \$20; Rowman & Littlefield Occupational Outlook Handbook \$61.15; Runnings Supply Inc Grease Gun/Battery/Vice 8"/Hardware \$585.65; Scholastic Inc Education Books \$60.56; SD Dept of Motor Vehicles License Plate/Title for 2021 Tahoe - PD \$21.2; SDN Communications Internet – Library \$516.79; Shpigler Consulting Inc AMI Operational Support \$3964.29; SoDak SACA 2022 Leadership Retreat Registration - K. Winrow \$110; State of SD OEM FEMA - Higgins \$6034.28; Stuart Irby Tool Co Bolt Cutter \$128; Sturdevants Madison Inc Brake Drum/Filters/Strobe Lights/Bearings \$860.19; T & R Service LTC Oil Filling - 3 Substations \$1500; Talk The Tee Vehicle Decals and Installation – PD \$420; Timmer Supply Co Straight Die Grinder/Thermostat \$229.74; Tyler Technologies Inc Software Conversion Services \$19089.67; USA Blue Book Chemicals \$537.02; Vast Broadband Fire Dept. Internet \$44.95; Vickmark/Christopher D Fitness Equipment Repairs \$368.5; Vinyl-Pro Repair Seat - Police F150 \$100; W W Grainger Inc Heater at Recycling Center \$148.64.

Appoint Election Board: Board 1 - Elaine Struwe - Precinct Superintendent, Marcie Spielmann - Precinct Deputy, Doug Spielmann - Precinct Deputy. Board 2 - Carol Petri - Precinct Superintendent, Carla Sudenga - Precinct Deputy, Sharon Halseth - Precinct Deputy.

Motion by Commissioner Dybdahl, seconded by Commissioner Wire, to approve second reading of Ordinance No. 1643 - Repeal and Replace Chapter 6 Building Codes. This ordinance replaces 2018 building codes with 2021 building codes. It also adds two new types of building codes: the International Existing Building Code (IEBC) and International Property Maintenance Code (IPMC). The IEBC relates to existing and older structures (rather than new construction) while the IPMC is more related to dilapidated structures and code enforcement issues. Both of these will complement the work of our new Code Enforcement Officer. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Wire, to approve second reading of Ordinance No. 1644 - Authorize the Establishment of Fees. This ordinance will allow the Commission to establish fees by Resolution rather than by Ordinance as has been done in the past. Motion carried unanimously.

Motion by Commissioner Dybdahl, seconded by Commissioner Shaw to adopt Resolution No. 2022-09 - Electric Rates and Charges. Said resolution establishes electric rates and charges. Motion carried unanimously.

Motion by Commissioner Wire, seconded by Commissioner Shaw, to adopt Resolution No. 2022-10 - Water, Sewers, Sewage Disposal Fees, Rates and Charges. Said resolution establishes water, sewer, sewage disposal fees, rates and charges. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Dybdahl to adopt Resolution No. 2022-11 - Refuse User Rates. Said resolution establishes refuse user rates. Motion carried unanimously.

Motion by Commissioner Corbin, seconded by Commissioner Shaw to adopt Resolution No. 2022-12 - Assign Fund Transfers. The resolution completes reserve transfers that were approved as part of the 2022 budget. This includes putting necessary funds into existing reserves, moving funds out of reserves to be used, and closing out some funds permanently. Motion carried unanimously.

Motion by Commissioner Dybdahl, seconded by Commissioner Wire, to give Ordinance No. 1645 - Electric Processing Fee and After-Hours Fee a first reading. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Dybdahl to give Ordinance No. 1646 - Water Processing Fee and After-Hours Fee a first reading. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Wire, to give Ordinance No. 1647 - Authorize the Establishment of Fees, Fines, & Penalties by Resolution a first reading. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Corbin to authorize the Mayor to Sign Professional Services Agreement - Banner Associates, Inc for Design and Construction Administration Services - Madison Park Creek Walls - Site 3 (Egan Ave and Harth Ave). This agreement is for Banner to provide final design and construction administration services in the amount of \$185,600 at Park Creek Site 3. Motion carried unanimously.

Motion by Commissioner Dybdahl, seconded by Commissioner Shaw to authorize the Mayor to Sign Professional Services Agreement - Houston Engineering Construction Management Services - Water Main Improvement Project 2022-1. This is an agreement to provide a portion of construction management services in the amount of \$106,000 on the NW 9th Street/Union Avenue Project.

Bid No. 910 - Water Main Improvement Project 2022-1 was reviewed: Winter Contracting LLC \$2,975,000, Prunty Construction - \$3,554,021. Motion by Commissioner Wire, seconded by Commissioner Shaw, to award bid No. 910 to Winter Contracting LLC. Motion carried unanimously.

Bid No. 911 - Sidewalk Improvement Project 2022-2 was reviewed: J&M Construction - \$260,106.41, Big Al's Contracting -\$266,752.40. Motion by Commissioner Dybdahl, seconded by Commissioner Corbin, to award Bid No. 911 to J&M Construction. Motion carried unanimously.

Public Comment was heard from Jim Thompson, requesting to have a Board of Equalization hearing. Motion by Commission Shaw, seconded by Commissioner Wire, to set a meeting for Wednesday March 23, 2022 at 1:00pm. Motion carried unanimously.

Voter Registration deadline is March 28, 2022

The next Commission Meeting will be April 4, 2022.

Motion by Commissioner Shaw, seconded by Commissioner Wire, to enter into executive session pursuant to SDCL 1-25-2(1) at 6:49pm. Motion carried unanimously.

Motion by Commissioner Shaw, seconded by Commissioner Dybdahl, to leave executive session at 7:25pm. Motion carried unanimously.

Motion by Commissioner Wire, seconded by Commissioner Dybdahl, to adjourn. Motion carried unanimously.

The Board of Commissioners adjourned at 7:25pm.

/s/Sonya Wilt
Finance Officer

Published once at the approximate cost of \$__.

**CITY OF MADISON
BOARD OF EQUALIZATION PROCEEDINGS
MADISON, SD 57042**

21st March 2022
Regular

The Board of Commissioners of the City of Madison met as the Board of Equalization at 5:30pm on the 21st day of March with the following members present on roll call: Mayor Marshall Dennert and Commissioners Jeremiah Corbin, Kelly Dybdahl, Adam Shaw, Jerae Wire, and School Board Member Tom Farrell.

Motion by Commissioner Shaw to adopt the March 21st agenda, seconded by Commissioner Corbin. Upon roll call, motion carried unanimously.

Jacob Dawson was present to appeal his 2022 real property assessment of 636 E Center St. The South 130' of Lots 19 & 20 of Block 8, Town Proprietor's Addition was assessed at a total value of \$59,000. Jacob requested the value be adjusted to \$37,500 due to this assessed value being twice the sale value from one year ago. After consideration, motion by Commissioner Corbin, seconded by Commissioner Shaw, to adjust the value to \$48,450. Motion carried unanimously.

Jacob Dawson also presented an appeal of his 2022 real property assessment of 316 N Lee Ave. Lots 4 & 5 Lowe's Resubdivision of Kennedy's Extension was assessed at a total value of \$93,500. Jacob requested the value be adjusted to \$50,000 due to this assessed value being significantly higher than a recent sale and damages from the 2019 flood. Motion by Farrell, seconded by Shaw, to adjust the values to \$60,000 house and \$5,000 for the land. Motion carried unanimously.

John Krause and legal representative Jacob Dawson were present to appeal John's 2022 real property assessment of 219 S Division Ave. Lots 17-20 Block 11 Town Proprietors 2nd Addition was assessed at a total value of \$232,400. John requested the value of the land on the house is on be reduced to \$15,000, and the unbuildable lots to be reduced to the previous values due to this land not be able to be developed or parked on because of persistent recurring flooding on the property. Motion by Farrell, seconded by Commissioner Dybdahl, to decrease the unbuildable lots to the previous values of \$500 and \$2,000, with no change to the lot with the house. Motion carried unanimously.

Motion by Commissioner Dybdahl to review the 2022 Assessment Roll and make changes as recommended, motion seconded by Commissioner Corbin. Motion carried unanimously.

Motion by Farrell to adjourn, second by Commissioner Shaw. Motion carried unanimously.

The Board of Equalization adjourned at 6:10pm.

/s/Sonya Wilt
Finance Officer

Published once at the approximate cost of \$__.

**CITY OF MADISON
BOARD OF EQUALIZATION PROCEEDINGS
MADISON, SD 57042**

23rd March 2022
Regular

The Board of Commissioners of the City of Madison met as the Board of Equalization at 1:00pm on the 23rd day of March with the following members present on roll call: Mayor Marshall Dennert and Commissioners Jeremiah Corbin, Kelly Dybdahl, Adam Shaw (via Zoom), Jerae Wire, and School Board Member Tom Farrell.

Motion by Commissioner Shaw to adopt the March 23rd agenda, second by Commissioner Corbin. Upon roll call, motion carried unanimously.

James Thompson presented appeals for his 2022 real property assessment of 223 SW 4th St. Parcel 1, Block 1 Watters addition excluding E 40', was assessed at a total value of 183,300. James requested the value be adjusted to 152,000 due to this property being in the floodway which has significantly increased the cost of future upgrades to the property. Parcel 2, Hurry's Addition East ½ of Lot 4, was assessed at 2,600. James requested the value be reduced to 1,000 due to this parcel being in the floodway making this property useless for any development or use. Motion by Farrell, second by Corbin to reduce the Parcel 2 to \$2,000. Motion carried unanimously. Motion by Commissioner Dybdahl, seconded by Farrell to make no change to the value of parcel 1. Motion carried unanimously.

Motion by Corbin to adjourn, second by Commissioner Wire. Motion carried unanimously.

The Board of Equalization adjourned at 1:35pm.

/s/Sonya Wilt
Finance Officer

Published once at the approximate cost of \$__.



Consent Calendar

7) Personnel

No documentation available at this time –will be distributed before meeting.

MADISON MUNICIPAL AIRPORT BOARD
AGENDA
February 15, 2022
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order 18:00 hrs

Roll Call: Present – Roy Brown, Ken Johnson, Myron Downs, Morris Riggan, Dave Gilbert, Tim Peters, ex-officio George Colombe; Absent Commissioner Shaw; Guests: Jim Enga, Chad Anderson, Charlie Keppen

Approve January 18, 2022 Minutes: Motion to approve by Dave, 2nd by Roy, motion carried

Approve February 15, 2022 Agenda: Motion to approve by Tim, 2nd by Dave, motion carried

Appearances/Acknowledgements/Correspondence

- 1) Acknowledge KLJ Status Report – January 2022: Ken reviewed the KLJ report, no action required by the board.

Unfinished Business

- 1) New Hangar – Brian Kern (Across from 1731): Chad Anderson presented a drawing (Kern hangar.pdf attached) of the hangar and inquired about sewer availability. No sewer is available. Discussion was had about the size of the lot, construction, blocking the taxi way during aircraft movement in and out of the hangars and the addition of a new airport access gate. Hangar construction was approved at the January meeting.
- 2) Fence Line Repair Update. - As of this date no one contacted has been willing to do the work. The search for a contractor will continue.
- 3) Update on Airport Land Lease: **Motion by Tim to lease land to Tim Byrd for the 2022 crop year. 2nd by Myron, Motion carried.**
Motion by Tim, The airport land will be put up for bids for the 2023 crop year, 2nd by Myron Motion carried.

New Business

- 1) Discuss Additional Gate: **Motion by Dave to obtain costs for the installation of an additional airport access gate on the taxiway just East of the existing gate. 2nd by Roy, motion carried**
- 2) Approve Sale of 1714B Hangar – Gilbert to Brown: **Motion by Myron to approve sale of hangar 1714B to Brown, 2nd by Tim, Motion carried.**
- 3) New hangar request: Morris Riggan requested approval of a new hangar approximately 60 X 60 to the North of hangar 1732. **Motion by Myron to approve the request IAW airport and FAA regulations, 2nd by Dave, Motion carried.**
- 4) Ratify Bills – January 26, February 2: **Motion to approve bills as presented by Tim, 2nd by Roy, Motion carried.**

Public Comment

Announcements

- 1) Next Meeting - March 15, 2022
- 2) SD Airport Conference - April 6 & 7 – Pierre

Adjourn: 18:18, motion to adjourn by Tim 2nd by Dave, motion carried

Madison Community Center
Governing Board Minutes
Wednesday, February 16, 2022 @ 7:00 AM
The Madison Community Center or ZOOM 500
NE 11th St, Madison, SD 57042

Call to Order: Danny Frisby-Griffin called the meeting to order at 7:01am in the Community Center Meeting Room and via ZOOM/conference call.

Members Present: Danny Frisby-Griffin, Josh Anderson, Michelle Corey, Sara Hare, Jena Martin, Mike McGillivray, Brian Keller, Tyler Steele, Jennie Thompson

Members Absent:

Ex-Officio Present:

City of Madison Present: Jameson Berreth

Staff Present: Gene Wockenfuss, Kaylee Winrow

Welcome: The governing board would like to welcome new member Jena Martin to the team.

1. **Approval of the February 16, 2022 board meeting agenda:** Agenda was presented. Motion was made to approve by Jennie Thompson and seconded by Mike McGillivray. Motion carried.
2. **Approval of the January 20, 2022 board meeting minutes:** The meeting minutes were presented. Motion to approve was made by Josh Anderson and seconded by Jennie Thompson. Motion carried.
3. **Committee Reports:**
 - a. **Executive: – draft cooperative agreement meeting:** The executive committee, Director Gene Wockenfuss, Jameson Berreth-City of Madison, and Stacy Krusemark-DSU met to discuss the cooperative agreement between the City of Madison and DSU and any adaptations or modifications to the current agreement. Possible modifications may include the supervision of employees and the role of both the governing board and the 4-person board among other items for discussion.
 - b. **Budget:** None
 - c. **Membership / Marketing:** Gene would like to meet with the committee in the next couple weeks to discuss the current membership audit, marketing for summer rec, and website.
 - d. **Facilities:** None
4. **Department reports:** The department reports were acknowledged as presented.
 - a. **Fitness Coordinator:** Included in board packet
 - b. **Group Trainer Coordinator:** Included in board packet
 - c. **Recreation/Intramural Coordinator:** Included in board packet with group fitness
 - d. **Aquatic/MAC Coordinator:** Included in board packet
 - e. **Youth Activities Coordinator:** Included in board packet
 - f. **Director:** Included in board packet

Old Business

5. **Update: Aquatics Area Grand Reopening:** The re-opening celebration of the indoor aquatic center took place on 02/14/2022 giving the community an opportunity to see the new pool deck manufactured by Falcon Plastics.
 6. **Discussion and decision: Membership Discounts update on members impacted:** Staff are currently reviewing membership accounts for data collection, flagging discrepancies, etc. About 15 accounts have been
- Our mission is to serve the health, wellness, recreational and social needs of Dakota State University, City of Madison and the surrounding area.*

identified as having multiple discounts applied to their membership. The audit is in progress and will wait to work with the identified members once the membership review is complete.

7. **Update and decision: Director input and approve final changes to Professional Training, Certifications and Ethics Clause annual requirement:** Draft included in board packet. Please see agenda item #12.
8. **Discussion: computer equipment and copier contract update:** Both the governing board and Berreth agreed with Gene to purchase a computer to replace the current non-working front desk computer.
9. **Discussion: MCC open positions, specific job descriptions, organizational structure, and financial impact:** A DRAFT organizational chart was included in the board packet with the DRAFT job descriptions available. Due to the length and detail of discussion needed to thoroughly address a new org structure and related job descriptions it was agreed upon to organize a special meeting. The current PT office manager position is vacant and will move forward with filling the job opening.

New Business

10. **Discussion and Acknowledge: January 2022 revenue and expense reports:** The DRAFT revenue and expense report through January was emailed separate from the board packet. The After School Program has been separated out to allow for improved tracking. Gene plans to work with Sonya in the near future to become better versed in the current budget and processes involved.
11. **Discussion: CSI/Front Desk Software replacement:** The earliest MCC could move from CSI to the City of Madison software is 4-6 months.
12. **Discussion and decision: establish special committee for MCC all policy update; add video policy:** Michelle Corey, Jennie Thompson, and Brian Keller volunteered to become a committee to review current policies, recommend adaptations, and create new policies when identified. To start, the committee will work with finalizing a DRAFT "Professional Training, Certifications and Ethics" policy-listed agenda item #7 and establish a DRAFT video policy.
13. **Discussion and decision: operating hours (Jennie Thompson):** Jennie Thompson suggested for consideration moving the Saturday hours from 8:00am-8:00pm to 7:00am-7:00pm. Gene will look into any potential issues created from this move.
14. **Discussion: board requirements (Brian Keller):** For transparency and community awareness a group picture of the governing board members will be taken at the next regularly scheduled board meeting and posted in the community center. Thank you, Brian, for the suggestion.
15. **Review: Open Meeting Law requirements:** A Q&A of S.D. Open Meeting Statutes was included in the board packet. This offers a reminder on topics such as email discussions, public records, committees, meetings, executive sessions, etc.
16. **Public comments per resolution No. 2018-11:** None
17. **Executive Session: SDCL 1-25-2(1) (as required):** None
18. **Executive Session action (as required):** None

Adjourn: Meeting adjourned at 8:25am.

Next scheduled board meeting is Wednesday, March 16, 2022 @ 7:00 AM

Our mission is to serve the health, wellness, recreational and social needs of Dakota State University, City of Madison and the surrounding area.

Madison Public Library Board of Trustees Meeting - MINUTES

Tuesday, February 11, 2022

Board president John Nelson called the meeting to order. Board members in attendance included Carrie Studer, Jody Johnson, Loretta Chandler, Court Weck and Kelli Wollmann. A quorum was present.

Court Weck volunteered as secretary to take minutes.

Carrie Studer moved to accept the agenda as written. Jody Johnson seconded that motion. The motion passed.

Kelli Wollmann moved to accept the minutes from January 19th, 2022 as written. Loretta Chandler seconded that motion. The motion passed.

Carrie Studer moved to accept the minutes from February 2, 2022 as written. Jody Johnson seconded that motion. The motion passed.

Loretta Chandler moved to accept the bills. Carrie Studer seconded that motion. The motion to accept the bills passed.

Melanie Argo shared the librarian's report for the month, including comments on staffing and programs. She also shared continuing business. In new business, Melanie Argo and Lisa Martin plan to split the duties of preparing the annual report.

There were no public comments and no one waiting to enter into the room for comment.

Kelli Wollmann motioned to adjourn the meeting. Loretta Chandler seconded the motion.

The meeting adjourned. Respectfully submitted, Court Weck

Minutes amended to correct misspelled names on 3/30/22 by Lisa Martin, secretary.

2/8/2022- Park Board Meeting **Minutes**

Location: Engineers office Meeting Room (Old Commission Room) at 12:00

- I. Call to Order: **12:03**
- II. Roll Call: **Mark Ferber, J.D. Hansen, Mike Miller, Dale Droge, Lisa Martin**
- III. Approve the February 2022 meeting agenda: **Hansen Motion, Droge 2nd, Motion Passed unanimously**
- IV. Approve the December 2021 meeting minutes: **Martin Motion, Droge 2nd, Motion Passed, Unanimously**
- V. Old Business: 1) MAC updates: **McGillivray gave a brief update on the MAC.**

2) Recreation Trail Discussion: **Briefly discussed the water over the Recreation trail from the snow melt. Unfortunately the issue can't be fixed unless grade of trail is changed, which is in the DOT right of way.**
- VI. New Business:
 - 1) Discuss MAC Employee Structure and Pay Scale: **McGillivray briefly discussed the wage scale of the purposed lifeguard pay for 2022. No action taken.**
 - 2) Discuss Armory Scheduling Rule Changes: **McGillivray discussed possible scheduling changes for the Downtown City Armory, main objective is to have equal gym time in the Armory.**
- VII. Other Business: **Pickle Ball Court discussion on how many courts and the budgeted amount for the installation of new Pickle Ball Court to be installed in Westside Park during 2022. Board would like to have as many courts installed as budget and space will allow.**
- VIII. Public Comment:

Staff Reports

- A. MAC Director
 - B. Recreation Director
 - C. Parks Director Mike McGillivray: **McGillivray updated the Board on the day to day operations being completed in the Parks Department.**
- 1X. Adjourn: **Droge made motion to adjourn, Martin 2nd, Passed unanimously.**

Next Meeting is for March 8th, @ 12:00 City Commission Room

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: City of Madison	Owner's Contract No.:
Contractor: Halme, Inc.	Contractor's Project No.:
Engineer: Banner Associates, Inc.	Engineer's Project No.: 22831.00.00
Project: Madison Water System Improvements – Phase 1B & Phase 2, Madison, SD	Contract Name: Bid Sched 2 – Water Tower Loop Line

This [preliminary] [final] Certificate of Substantial Completion applies to:

☒ All Work ☐ The following specified portions of the Work:

October 9, 2021

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows: *[Note: Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.]*

Amendments to Owner's responsibilities: ☒ None
☐ As follows

Amendments to Contractor's responsibilities: ☒ None
☐ As follows:

The following documents are attached to and made a part of this Certificate: punch list & lien waivers.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract.

EXECUTED BY ENGINEER:		RECEIVED:		RECEIVED:	
By: <u>Pat Carey</u>	By: <u>Marshall J. Damm</u>	By: <u>[Signature]</u>			
(Authorized signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: Prime Professional	Title: Mayor	Title: Project Administrator			
Date: 3/21/2022	Date: 3/23/2022	Date: 3/21/2022			



Banner Associates, Inc.
2307 W 57th St, Ste 102
Sioux Falls, SD 57108
Tel 605.692.6342
Toll Free 855.323.6342
www.bannerassociates.com

PUNCH LIST

DATE OF INSPECTION	9/27/2021		
PROJECT	Madison Water System Improvements – Phase 2 Schedule B (Water Tower Loop Line)		BAI No. 22831.00
CONTRACTOR	Halme Inc.		
	Jonathan@halme-in.com	TEL: 605-785-2323	

Note: The following items are to be completed or corrected by the Contractor prior to final acceptance of the Project. This list may not be all inclusive, and the failure to include any items on this list does not alter the responsibility of the Contractor to complete all Work in accordance to the Contract Documents. The Contractor shall return a copy of this list to Banner Associates after each item has been addressed, properly dated and initialed by the person responsible for corrective action.

DESCRIPTION		CONTRACTOR HAS ADDRESSED INITIAL & DATE		ARCHITECT/ENGINEER HAS ACCEPTED INITIAL & DATE	
		INITIAL	DATE	INITIAL	DATE
1	City to check all valves with Valve wrench for access			CH	1-4-22
2	Grade gravel to clear ruts near south approach to Custom Touch staging area			CH	1-4-22
3	Fill in low/ponding spot in the gravel grade near south approach to Custom Touch staging area			CH	1-4-22
4	Re-grade ditch and define channel upstream of culvert			CH	1-4-22
5	Re-grade approach embankment from edge of gravel to flared end			CH	1-4-22
6	Restore ditch grade and fine grade around fire hydrant and surrounding disturbed area. Remove equipment and miscellaneous spoil material			CH	1-4-22
7	Following testing and disinfection of the line -- turn off corporation stop on saddle at the main and remove 1" piping			CH	1-4-22
8	Remove excess material from the tie-in area at 12 th St and Washington Ave			CH	1-4-22
9	Remove rocks → Multiple areas w/ rock 1" + smaller			CH	1-4-22
10	Bring in topsoil where excavations were made			CH	1-4-22
11	Grade drainage swale to drain			CH	1-4-22
12	Grade drainage swale to drain			CH	1-4-22
13	Muck silt fence → Will be completed when silt fence is removed			CH	1-4-22
14	Raise Valve boxes to grade → Some Settlement around valves			CH	1-4-22
15	Remove rock from topsoil → Oversized rock around radius (East side)			CH	1-4-22
16	Grade out disturbance area → Grading may be needed where topsoil settled			CH	1-4-22
17	Add topsoil near valve locations			CH	1-4-22
(Continue on Next Page)				CH	1-4-22



DESCRIPTION		CONTRACTOR HAS ADDRESSED INITIAL & DATE		ARCHITECT/ENGINEER HAS ACCEPTED INITIAL & DATE	
		INITIAL	DATE	INITIAL	DATE
18	Provide As-built Drawings	received from Contractor			
19	Provide email documentation that Custom Touch property has been restored			WJB	1-4-2022
20	Provide Bac-T results			WJB	10-12-2022
21	Provide Lien Waivers	received from Contractor			
22	Complete project seeding			CH	1-4-22
23	Install all erosion control measures (erosion control blanket)			CH	1-4-22
24	Complete Final Project Walk-Through			CH	1-4-22

PREPARED BY Weston J. Blasius

Conditional Waiver and Release of Lien

On receipt by the undersigned of a check from **Halme, Inc.** in the sum of **\$420.00** payable to **Dakota Traffic Services** and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position, the undersigned has on the job of **Water System Improvements - Phase 2** located at **Madison, SD** prior to the date hereof.

This release covers the payment to the undersigned for all labor, services, equipment or materials furnished to the jobsite or to **Halme, Inc.** prior to the date hereof, except for disputes claims in the amount of **\$420.00**. Before any recipient of this document relies on it, the person should verify evidence of payment to the undersigned.

The undersigned warrants that he either has already paid or will use the monies he receives from this payment to promptly pay in full all his laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

Given under my (our) hand(s) and seal(s) this 11th day of JANUARY, 2022.

DAKOTA TRAFFIC SERVICES, LLC

(Name of Manufacturer, Material Supplier or Subcontractor)

By: David Blum

Conditional Waiver and Release of Lien

On receipt by the undersigned of a check from Halme, Inc. in the sum of \$6,120.00 payable to Eframson Electric and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position, the undersigned has on the job of Water System Improvements – Phase 2 located at Madison, SD prior to the date hereof.

This release covers the payment to the undersigned for all labor, services, equipment or materials furnished to the jobsite or to Halme, Inc. prior to the date hereof, except for disputes claims in the amount of \$6,120.00. Before any recipient of this document relies on it, the person should verify evidence of payment to the undersigned.

The undersigned warrants that he either has already paid or will use the monies he receives from this payment to promptly pay in full all his laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

Given under my (our) hand(s) and seal(s) this 12 day of January, 2022.

Eframson Electric Inc

(Name of Manufacturer, Material Supplier or Subcontractor)

By: Melanie Anderson Secretary

Waiver and Release of Lien

Whereas, the undersigned, **Ferguson Waterworks** has furnished to **Halme, Inc.** the following **pipe, fittings, appurtenances** for use in the construction project belonging to **City of Madison**, designated as **Water System Improvements – Phase 2.**

Now, therefore, the undersigned, **Ferguson Waterworks** for and in consideration of **\$194,685.24**, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all liens, or right to or claim of lien, on the above described project and premises, under any law, common or statutory, on account of labor or materials, or both, heretofore or hereafter furnished by the undersigned to or for the account of said **Halme, Inc.** for said project.

Given under my (our) hand(s) and seal(s) this 19 day of JANUARY, 2022.

Ferguson Enterprises, LLC

(Name of Manufacturer, Material Supplier or Subcontractor)

By: Cherrie Belaskis

Conditional Waiver and Release of Lien

On receipt by the undersigned of a check from Halme, Inc. in the sum of \$990.21 payable to Guardrail Enterprises and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien, any state or federal statutory bond right, any private bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the undersigned's position, the undersigned has on the job of **Water System Improvements – Phase 2** located at **Madison, SD** prior to the date hereof.

This release covers the payment to the undersigned for all labor, services, equipment or materials furnished to the jobsite or to Halme, Inc. prior to the date hereof, except for disputes claims in the amount of \$990.21. Before any recipient of this document relies on it, the person should verify evidence of payment to the undersigned.

The undersigned warrants that he either has already paid or will use the monies he receives from this payment to promptly pay in full all his laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

Given under my (our) hand(s) and seal(s) this 17th day of January, 2022.

Guardrail Enterprises, Inc.

(Name of Manufacturer, Material Supplier or Subcontractor)

By: Kevin Leisner, Pres.



TO: Mayor/Commission
FROM: Brad Lawrence
DATE: March 28, 2022
RE: Declare as Surplus Property and Authorize for Disposal

<u>Item</u>	<u>Price (Includes any applicable Sales Tax)</u>
7 Obsolete Ipads	\$ _____
5 Obsolete iPhones	\$ _____

Items are outdated and/or broken. Not holding a charge, unable to update and/or broken.

**CITY OF MADISON
NOTICE OF PUBLIC HEARING
UPON APPLICATION FOR SALE OF ALCOHOLIC BEVERAGES**

Notice is hereby given pursuant to SDCL 35-2-5 that a public hearing will be held on Monday, April 18, 2022 at 5:30pm, or as soon thereafter as the matter may be heard, in City Hall, Madison, South Dakota, in the Commission Room, to consider a retail (on-off sale) malt beverage and SD farm wine license for the current licensing period:

Unlock Madison
115 S Egan Ave
Madison, SD 57042

Any persons wishing to present testimony may appear at said hearing or may file written comments with the Finance Officer at 116 W Center Street, Madison, South Dakota, prior to said hearing. Disabled individuals may contact the Finance Officer for information and/or special assistance. The request should be made 24 hours in advance of the hearing.

/s/Sonya Wilt
Finance Officer

Published once at the approximate cost of \$___.

ORDINANCE NO. 1645

AN ORDINANCE TO AMEND CHAPTER 7-ELECTRICITY AND ELECTRICIAN-ARTICLE III

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MADISON, SOUTH DAKOTA:

That Section 7-44 (c) of the Revised Ordinances of the City of Madison, also known as the Code of Ordinances, be amended to read as follows:

Section 7-44 (c) Discontinuance and reconnection of service:

An electric account which is delinquent and has not paid the past due balance on or before 7:30 a.m. on the date of disconnect shall incur a *processing fee* to be established by resolution. Any account needing reconnection after regular electric department working hours shall also incur an additional *after-hours fee* to be established by resolution.

Dated this ___ day of April, 2022

CITY OF MADISON

/s/Marshall Dennert
Mayor

ATTEST: /s/Sonya Wilt
Finance Officer

1st Reading: March 21, 2022

2nd Reading: April 4, 2022

Published:

Effective:

ORDINANCE NO. 1646

**AN ORDINANCE TO AMEND CHAPTER 22 WATER, SEWERS, AND SEWAGE DISPOSAL –
ARTICLE II**

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MADISON, SOUTH DAKOTA:

That Section 22-27 (d) of the Revised Ordinances of the City of Madison, also known as the Code of Ordinances, be amended to read as follows:

Section 22-27 (d) Payment of the user's water service charges, penalties and discontinuance of service:

A water account which is delinquent and has not paid the past due balance on or before 7:30 a.m. on the date of disconnect shall incur a *processing fee* to be established by resolution. Any account needing reconnection after regular water department working hours shall also incur an additional *after-hours fee* to be established by resolution.

Dated this ___ day of April, 2022

CITY OF MADISON

/s/Marshall Dennert

Mayor

ATTEST: /s/Sonya Wilt
Finance Officer

1st Reading: March 21, 2022

2nd Reading: April 4, 2022

Published:

Effective:

ORDINANCE NO. 1647

AN ORDINANCE TO AUTHORIZE THE ESTABLISHMENT OF FEES, FINES, & PENALTIES BY RESOLUTION.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MADISON, SOUTH DAKOTA AS FOLLOWS:

Section 1. Fees, Fines, & set by Resolution. The City may by resolution establish all fees, fines, penalties or charges to be paid to the city. The fees, fines, penalties or charges may also be amended by ordinance. Any fee, fine, or penalty now set forth in the Revised Ordinances of Madison, South Dakota, shall remain in force until a resolution or ordinance amending the same becomes effective.

Section 2. Amendment of Fees, Fines, & Penalties. The following Sections of the Revised Ordinances of the City of Madison, also known as the Code of Ordinances, shall be amended to state the applicable fee, fine, penalty or charge; “shall be established by resolution unless required to be set by ordinance” upon such time as Fees, Fines, Penalties, & Other Charges resolutions becomes effective amending the same.

SECTION	FEES
3-5	Fee to be charged
4-4	Number of licenses and fees
5-2	Unwanted animals.
5-122	Impoundment of animals.
6-16.4	Building Permit Fees
7-37	Application for service
7-39	Deposit
7-41	Electrical service.
7-44	Discontinuance and reconnection of service
7-51	Special services regulating the charge and/or use of City materials and labor.
7-64	License Fee
9-15	Collection of fees, disposal of motor vehicle tires
9-19	License Fee
9-40	Fees
9-57	Application for License
9-63	Disposal of hazardous, toxic and special wastes
10-99	License Fee
10-113	License Fee
10-137	License Fee
10-151	License Fee
10-174	Fee
10-262	License Fee
10-277	Application for body piercing and/or tattoo establishment license and fee for license
10-283	Change of location of establishment
10-303	Body piercing and/or tattoo establishments-inspection
10-339	License Fee for Video Lottery Machines
10-353	Permit Fees
10.361.04	License Application
10.361.05	ISSUANCE OF LICENSE
10.361.08	EXPIRATION OF LICENSE AND RENEWAL
11-135	Truck traffic on certain streets.
11-155	Loading zones designated; permit provisions
11-160	Apartment tenant parking zones; permit provisions
11-269	License fees.

16-2.1	License fees.
18-87	License fee
21-4	License fee
22-21	Service application and deposit.
22-27	Payment of the user's water service charges, penalties and discontinuance of service
22-35	Trunk water main hookup fee
22-64	Permit and permit fees generally
22-77	Permit application, fee, etc.
22-87	Trunk sewer main hookup fee.
17.34.02	Permit Required

SECTION	FINES & PENALTIES
---------	-------------------

1-13	Default in payment of fine
5.236	Violations
8.5-8	Penalties for noncompliance
9-72	Violation
10-337	General penalty. Continuing violations.
10.361.16	Penalties
11-161	Unauthorized parking in handicapped space as a misdemeanor.
11-162	Turning across traffic to park vehicle prohibited
11-163	Prohibition of Jake Brake
11-191	Penalty for parking time violations; delinquent fee penalty
12.22	Violation
13.3	Disorderly conduct
13-18	Preventing Photographs
13-31	Discharge of Firearms, Air Guns or Bow and Arrows
13-41	Parking tickets
14-2	Dog Park
15-38	Penalty for sale of lots before approval and recording of plat; injunction or action for recovery of penalty
18-97	Removal of vehicles
19-7	Penalty
20-31	Injury by moving or trimming
22-37	Prohibited uses of water
22-93	Generally
17.01.02	Violations/Penalties for Violation
7-53	Load Management System

Dated this ___ day of April, 2022

CITY OF MADISON
/s/Marshall Dennert
Mayor

ATTEST: /s/Sonya Wilt
Finance Officer

1st Reading: March 21, 2022

2nd Reading: April 4, 2022

Published:

Effective:

These will be distributed as soon as they are available or at Monday night's meeting.

Resolution No. 2022-14 - Business & Community Development Fees.docx

Resolution No. 2022-15 - Public Works & Utilities Fees, Fines, & Penalties.docx

Resolution No. 2022-16 - Public Safety Fees, Fines & Penalties.docx

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is dated _____, 2022, and entered into by and between the CITY OF MADISON, SOUTH DAKOTA (the “**City**”), and PP6 MADISON, LLC, a South Dakota limited liability company (“**Developer**”) (collectively, the “**Parties**”).

RECITALS:

WHEREAS, Developer is under contract to acquire that certain parcel of land known as LOT 5 OF SCHULTZ’S ADDITION IN THE N1/2 OF SECTION 18, TOWNSHIP 106 NORTH, RANGE 52 WEST OF THE 5TH P.M., LAKE COUNTY, SOUTH DAKOTA included on Exhibit A (the “**Real Property**”) in Madison, South Dakota (the “**Project**”).

WHEREAS, City and Developer are exploring the possible development of the Property into an independent and assisted living facility and multi-family units or townhomes,

WHEREAS, certain project costs incurred in the development of the Property would constitute Tax Increment Financing (“**TIF**”) project costs, eligible for reimbursement under SDCL Chapter 11-9; and

WHEREAS, the Parties desire to enter into this MOU to set forth certain understandings regarding the project and to confirm their intent to move forward with evaluating a proposed TIF to stimulate the development of the Property and to assist the Developer in securing the necessary financing for the project as a whole.

NOW, THEREFORE, in consideration of the foregoing recitals and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties recognize and agree as follows:

1. TIF Eligibility. Economic development within a city is an authorized use of Tax Increment Districts (“**TID**”) under SDCL Chapter 11-9. The Property will be developed into a master planned senior living community, and is expected to promote economic development within the City. It will also conform to the standards of the comprehensive plan of the City in order to provide for the orderly development of economic infrastructure development for the City. In addition the Developer will submit a TIF Application to SD Dept. of Revenue to obtain the classification of Economic Development.

2. Project Costs and Reimbursable Project Costs. The Developer anticipates the project costs in acquiring, developing, financing and preparing the TIF Property for sale, lease and/or development will qualify for reimbursement within the meaning of SDCL § 11-9-14 and SDCL § 11-9-15. Developer anticipates requesting reimbursement of those eligible reimbursement costs that relate to site work, street and utility build-out, and engineering, together with financing costs and imputed interest expense.

Given that the Development will be phased in, and it is too preliminary to estimate the build out schedule, the Developer is requesting this MOU to help secure the overall project financing and perform more due diligence on TIF eligible costs.

Developer agrees to supervise the construction of the Project, as shown in Exhibit B, and cause the construction to be performed substantially in accordance with the Project Plan and the plans and specifications approved by the appropriate department of City. Developer also agrees to provide periodic reports of such construction to City upon reasonable request.

Developer and City agree that all positive tax increment revenues will be split on a 75% / 25% basis, where 75% is payable to the Developer, and 25% is payable to the City.

Developer will use their allocated TIF revenue (75%) to reimburse the project costs associated with the development.

The City will use their allocated TIF revenue (25%) to offset costs associated with the Hwy 34 Bypass, from the general vicinity of the four way stop by Prostrullo Auto Mall going West to approximately Pizza Ranch, whether those costs be maintenance, repair or construction work located on Hwy 34 Bypass, it will be up to the discretion of the City.

The City's obligations to make the payments set forth in the proposed TID shall be lawfully made from funds to be budgeted and appropriated on an annual basis for that purpose during the City's then current fiscal year, thus not counting towards the City's Constitutional Debt.

3. Financing of the Project. The cost of the Project and Public Infrastructure Improvements and all other improvement expenses associated with the Project shall be through the use of Developer's own capital or through commercial or private construction loans/lines of credit secured solely by Developer. Developer may use any or part of the TID Property as collateral for the construction loan or loans as required for the financing of the Project. THESE AVAILABLE TAX INCREMENT FUND PAYMENTS MADE TO DEVELOPER ARE NOT INTENDED TO REIMBURSE DEVELOPER FOR ALL OF ITS COSTS INCURRED IN CONNECTION WITH PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT.

The projected development costs that are presented will be considered preliminary, but developed on the good-faith estimate of the Developer. Prior to bringing the proposed TIF to the City Planning Commission, the Parties will further delineate the project costs, eligible project costs and requested reimbursable project costs for the development of the TIF Property.

It is specifically a condition of the proposed TID and any Developer Agreements that the City may enter into, the City's obligation to pay is limited to the proceeds of the positive tax increment from the TID receipted into the TIF fund. The obligation of the City to pay pursuant to the proposed Agreement does not constitute a general indebtedness of the City or a charge against the City's general taxing power. The provisions of SDCL 11-9-36 will be specifically incorporated within Developer's Agreement by reference. It is also to be specifically agreed that the City has made no representation that the proceeds from such fund shall be sufficient to retire any indebtedness incurred by the Developer. The parties further acknowledge that SDCL 11-9-25

limits the duration of allocation of the positive tax increment payments and the fund created by the TID.

If the TIF is approved by City Commission, Developer would waive its right to participate in any city tax abatement programs during the duration of the TIF.

4. Property and TIF Development Process. City and Developer will work jointly on the preparation of a TIF proposal for presentation to the City Planning Commission. During this period, Developer will also continue to work with City staff and the City Engineer concerning the project and site plans, and to prepare an application for annexation and the subsequent rezoning of the Property. Prior to the City Commission approving the TIF, the City and Developer would work jointly on the drafting of the TIF project plan and an associated development agreement outlining the duties, rights and responsibilities of Developer in connection with the development of the Property. The milestone events and dates the parties will endeavor to achieve for the development of the TIF and project will be decided upon any formal action that may be requested. The creation of the TIF requires the approval of the City Commission. No representation is being made that the City Commission will approve the TIF, the incurrence of a contractual obligation, or the issuance of debt obligations.

5. Cooperation with State and Federal agencies. There is the potential that some of the projects costs could be eligible for State or Federal grants. Typically speaking, to apply for these grants / loans requires the local government to be the applicant. The City and Developer will work jointly on these applications with the intent to minimize the time the City would have to dedicate. The Developer will research potential grants and or loans and inform the City of the application requirements.

6. Miscellaneous.

- a. This MOU may be executed in one or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. Any of the Parties may execute this MOU by executing any such counterpart.
- b. The Developer Agreement, when passed, shall be governed and construed in accordance with the laws of the State of South Dakota.
- c. All parties agree to negotiate in good faith using commercially reasonable efforts to achieve the outcomes set forth in this MOU.
- d. The City will designate this TID as an annual appropriation TIF. Having this designation WILL NOT count towards the Constitutional Debt Limit. The Developer fully understands the risks associated with this designation

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the date set forth above.

CITY:

CITY OF MADISON

DEVELOPER:

PP6 MADISON, LLC, a South Dakota
Limited Liability Company

By:

By:

Its:

Its:

EXHIBIT A PROPERTY

LOTS 3, 4 & 5 OF SCHULTZ'S ADDITION IN THE N1/2 OF SECTION 18, TOWNSHIP 106 NORTH, RANGE 52 WEST OF THE 5TH P.M., LAKE COUNTY, SOUTH DAKOTA

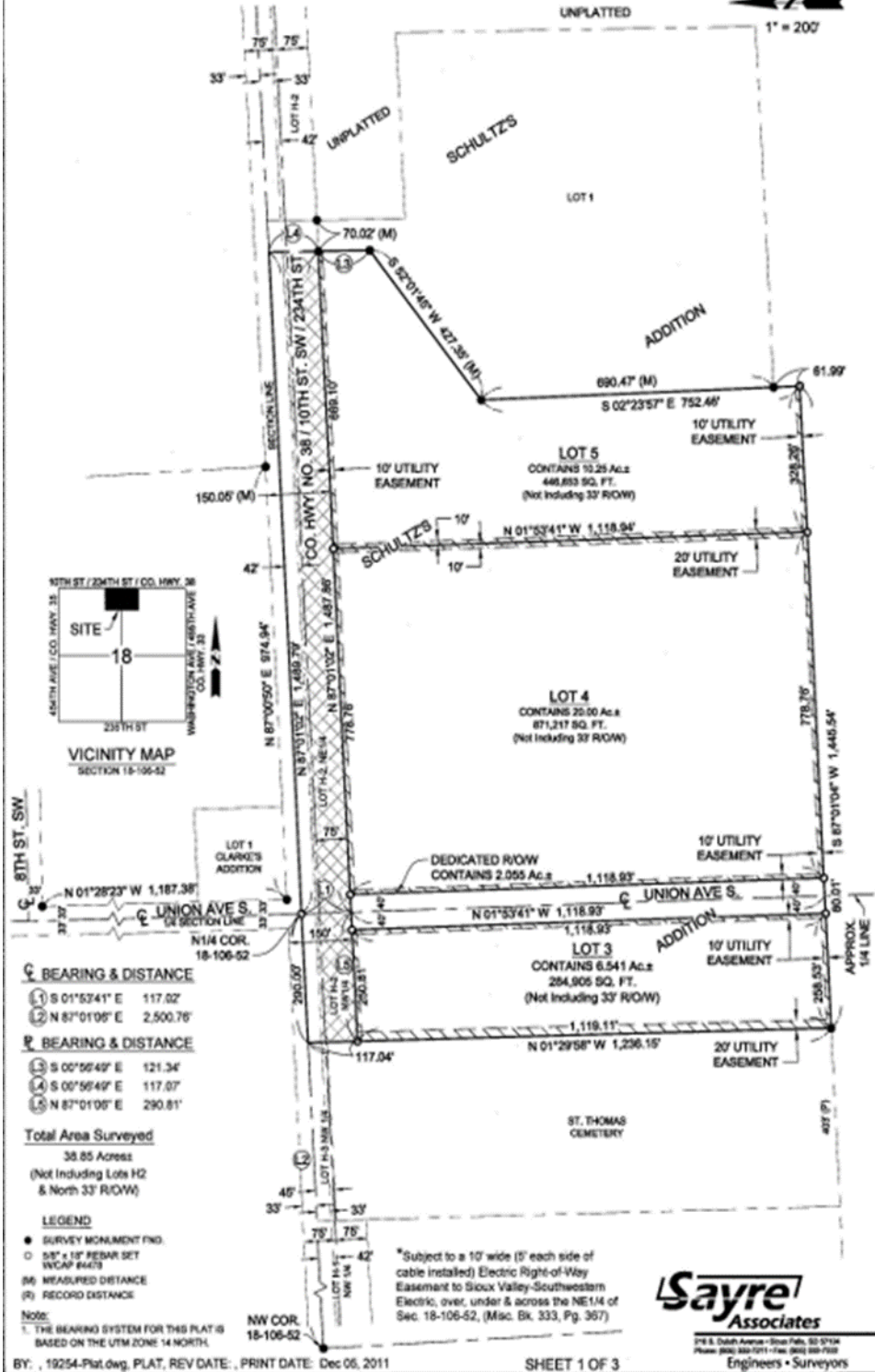




EXHIBIT B

Project Description

HME Management of Brookings, SD, conducted two Senior Living surveys to understand the demand factor in Lake County and the surrounding primary market area (PMA). Viewpoint Consulting Group, located in Greenfield, MN, did the Initial Demand Assessment for Senior Housing in the region. Additionally, a Senior Living Statewide Assessment was conducted in-house by HME to assess the needs across the state.

These studies looked at existing facilities, demographics, and the South Dakota 2017-2019 State Plan on Aging to ascertain the expected market demand.

In 2035, it is estimated the number of senior population (65+) will increase in South Dakota by 84 percent. In Lake County, this cohort will make up over 20 percent of the population.

This project accomplishes two primary goals: increasing the housing supply and job creation.

Housing is a necessary infrastructure to attract incoming citizens and to keep family members present and close to healthcare and loved ones. This facility will provide the next steps in the housing continuum and open additional preexisting homes for younger families.

The initial \$15,000,000 investment within the community will result in a substantial increase for property tax revenue, estimated at \$175,000 per year, upon completion. The economic impact of this project will be ongoing, starting with the initial investment from PP6 Madison into the community with this construction project. The creation of an estimated 20 jobs is projected to have an annual economic impact of \$1.2 million to \$1.4 million of additional payroll to the community. As this region continues to grow and thrives, increasing the housing supply for all its residents is critical.

The proposed Madison Senior Living Community project will include the following:

- A core facility, approximately 67,394 sq ft in size, with assisted and independent living units will be located adjacent to the hospital.
- An existing assisted living facility will be converted into 24 available memory care with services units.

The construction work is expected to begin in the summer of 2022 and be substantially complete in late 2023.

A second phase to the overall project would include the development and construction of 20 townhomes for aging-in-place residents. These units may have access to the nearby amenities and should add to the overall community atmosphere.

EXHIBIT C

PRELIMINARY COST ESTIMATES

Proposed Tax Increment District Expenses

Developer		
Item	Amount	Amount Requested
Sitework & Grading	\$ 722,950	\$ 722,950
Utilities	\$ 687,650	\$ 687,650
Hard Surfacing	\$ 372,225	\$ 372,225
Land Purchase	\$ 500,000	\$ 500,000
Engineering	\$ 80,000	\$ 80,000
Total Costs	\$ 2,362,825	
Interest Expense Assumed 3.15% for 15 years	\$ 637,175	\$ 637,175
City		
Hwy 34	\$ 1,000,000	\$ 1,000,000
		\$ 4,000,000

ORDINANCE NO. 1648

AN ORDINANCE TO AMEND APPENDIX B – ZONING BY REPEALING ORDINANCE NO. 1637 AND REPLACING WITH THE FOLLOWING:

BE IT ORDAINED by the City Commission of the City of Madison, South Dakota: that ARTICLE II, “DISTRICT REGULATIONS,” adopted by Ordinance 1481 on 8-24-2009, as amended, of the Zoning Ordinance of the City of Madison be amended by adding the following Section in bold and underline font:

Section 17.10.04. Prohibited Uses

All uses and structures not specifically listed as a permitted use, special permitted use, or as a conditional use in a particular zoning district shall be prohibited in said district.

BE IT FURTHER ORDAINED by the City Commission of the City of Madison, South Dakota: that Section 17.113.02, “Principal Permitted Uses” [HB – Highway Business District, adopted by Ordinance 1481 on 8-24-2009, as amended, of the Zoning Ordinance of the City of Madison be amended by adding language in bold and underline font:

8. **Cannabis Dispensary (subject to Section 17.37.07).**

BE IT FURTHER ORDAINED by the City Commission of the City of Madison, South Dakota: that Section 17.116.02, “Principal Permitted Uses” [ML – Light Manufacturing District, adopted by Ordinance 1481 on 8-24-2009, as amended, of the Zoning Ordinance of the City of Madison be amended by adding language in bold and underline font:

7. **Cannabis Dispensary (subject to Section 17.37.07).**

8. **Cannabis Testing Facility (subject to Section 17.37.07).**

9. **Cannabis Cultivation Facility (subject to Section 17.37.07).**

10. **Cannabis Product Manufacturing Facility (subject to Section 17.37.07).**

BE IT FURTHER ORDAINED by the City Commission of the City of Madison, South Dakota: that Article IV, “SUPPLEMENTAL REGULATIONS” adopted by Ordinance 1481 on 8-24-2009, as amended, of the Zoning Ordinance of the City of Madison be amended by adding the following Section in bold and underline font:

Section 17.37.07 CANNABIS ESTABLISHMENTS.

1. **Maximum Number of Cannabis Establishments.**

- a. **In the development and execution of these regulations, it is recognized that there are some uses which because of their very nature, are recognized as having serious objectionable operational characteristics, particularly when several of them are concentrated under certain circumstances thereby having a potential deleterious effect upon the adjacent areas. Special regulation of these uses is necessary to ensure that these adverse effects will not contribute to the blighting or downgrading of the surrounding neighborhood. The primary control or regulation is for the purpose of preventing a concentration of these uses in any one area.**
- b. **The City of Madison shall allow two Cannabis Dispensaries, two Cannabis Testing Facilities, two Cannabis Cultivation Facilities, and two Cannabis Product Manufacturing Facilities provided the time, place, and manner of said establishment comply with this ordinance.**
- c. **No other cannabis establishments are permitted by the City of Madison unless mandated by statute, and then, in which case, the same zoning regulations set forth in this Ordinance No. 1643 shall apply to such cannabis establishment(s).**

2. Required Separation Distances

- a. A cannabis establishment shall be located not less than 1,000 feet from a public or private school existing before the date of the cannabis dispensary application;**
- b. A cannabis establishment shall be located not less than 500 feet from any residence or public park existing before the date of the cannabis establishment application;**
- c. Exemption from separation requirements. Any separation distance requirement, other than the State requirement from schools (1,000 feet), may be waived, provided:**
 - i. The applicant provides documentation waiving the setback requirement from the title holder of the land benefiting from the separation.**
- d. Prescribed separation/setback distances from certain existing uses are to be measured from the lot line of the property where the cannabis establishment is proposed**

3. Other Locational Requirements

- a. Permanent or temporary cannabis establishments are prohibited in all other zoning districts and not eligible for a home occupation use.**
- b. It shall be unlawful to operate a cannabis establishment in a building which contains a residence or a mixed-use building with commercial and residential uses.**

4. Controlled Access - No cannabis establishment shall share premises with or permit access directly from another medical cannabis establishment, business that sells alcohol, tobacco, or firearms, or, if allowed by law, other cannabis establishment.

5. Hours of operation:

- a. Cannabis dispensaries are allowed to be open between the hours of 9 a.m. and 7 p.m.**

6. Documentation of State Licensure.

- a. No cannabis establishment shall acquire, possess, store, deliver transfer, transport, supply or dispense cannabis, cannabis products, paraphernalia without providing documentation of licensure from the State of South Dakota.**

7. The zoning official is authorized to issue permits (building/use) for cannabis establishments subject to following:

- a. Submission of a site plan containing the following:**
 - i. Any information required for applicable building permit,**
 - ii. Ingress and egress plan**
 - iii. Parking plan**
 - iv. Lighting plan (including security lighting)**

v. Screening/security fencing plan

vi. Refuse plan;

vii. Hours of Operation;

viii. Any other information as lawfully may be required by the Zoning official to determine compliance with this ordinance

b. Documentation of ability to meet setback/separation requirements.

c. Documentation of State Licensure.

8. All Cannabis Establishments are required to be constructed in conformance with the 2021 Edition of the International Building Code and International Fire Code.

BE IT FURTHER ORDAINED by the City Commission of the City of Madison, South Dakota: that Article V, "DEFINITIONS" adopted by Ordinance 1481 on 8-24-2009, as amended, of the Zoning Ordinance of the City of Madison be amended by adding the following Definitions in bold and underline font:

Cannabis (or Marijuana): all parts of any plant of the genus cannabis, whether growing or not, in its natural and unaltered state, except for drying or curing and crushing or crumbling. The term includes an altered state of marijuana absorbed into the human body. The term does not include fiber produced from the mature stalks of such plant, or oil or cake made from the seeds of such plant. The term does not include the plant Cannabis sativa L. (hemp) and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a delta-9 tetrahydrocannabinol concentration of not more than three-tenths of one percent on a dry weight basis.

Cannabis Cultivation Facility: in addition to the definition in SDCL 34-20G-1, this term is further defined as a legally licensed entity that acquires, possesses, cultivates, delivers, transfers, transports, supplies, or sells cannabis and related supplies to a cannabis establishment.

Cannabis Dispensary: in addition to the definition in SDCL 34-20G-1, this term is further defined as a legally licensed entity that acquires, possesses, stores, delivers, transfers, transports, sells, supplies, or dispenses cannabis, cannabis products, paraphernalia, or related supplies and educational materials.

Cannabis Establishment: a cannabis cultivation facility, a cannabis testing facility, a cannabis product manufacturing facility, or a cannabis dispensary.

Cannabis Product Manufacturing Facility: in addition to the definition in SDCL 34-20G-1, this term is further defined as a legally licensed entity that acquires, possesses, manufactures, delivers, transfers, transports, supplies, or sells cannabis products to a cannabis dispensary.

Cannabis Products: any concentrated cannabis, cannabis extracts, and products that are infused with cannabis or an extract thereof, and are intended for use or consumption by humans. The term includes edible cannabis products, beverages, topical products, ointments, oils, and tinctures.

Cannabis Testing Facility: in addition to the definition in SDCL 34-20G-1, this term is further defined as a legally licensed entity legally authorized to analyze the safety and potency of cannabis.

Dated this __ day of April, 2022.

CITY OF MADISON

/s/Marshall Dennert
Mayor

ATTEST: /s/Sonya Wilt
Finance Officer

1st Reading:

2nd Reading:

Published:

Effective:



THE CITY OF MADISON

116 W. Center
Madison, South Dakota 57042

City of Madison Bid Tabulation Sheet Bid No. 912 Chip Seals Bid Date: March 30, 2022 at 4:00 P.M.				Topkote Inc. 43439 SD Hwy 50 Yankton, SD 57078		The Road Guy Const. Co. 3206 E. Hwy 50 Yankton, SD 57078		Bituminous Paving Inc. PO Box 6 Ortonville, MN 56278	
ITEM NUMBER	ITEM DESCRIPTION	UNIT	ITEM TOTAL	UNIT PRICE	TOTAL BID PRICE	UNIT PRICE	TOTAL BID PRICE	UNIT PRICE	TOTAL BID PRICE
1	CRS-2P @ .32 Gal/Sq Yd	SqYd	61000	\$1.4813	\$90,359.30	\$1.3500	\$82,350.00	\$1.2500	\$76,250.00
2	3/8 in x #8 Crushed Quartzite Chip @ 21 Lbs./Sq Yd	SqYd	61000	\$0.5861	\$35,752.10	\$0.5000	\$30,500.00	\$1.0000	\$61,000.00
Total Bid					\$126,111.40	Total Bid	\$112,850.00	Total Bid	\$137,250.00

Bid Security: 10% Bid Bond furnished by each bidder



Jameson,

To prepare for the tentative expansion or construction of area businesses, I recommend purchasing two padmount switchgears using our recent bid award. Below is the cost for two padmount switchgears from the previous bid. The cost to add two additional units would be the same.

Bid No. 1 - Padmount Switchgear – Option #1 - Livefront

Low Bidder: WESCO
2501 East 3rd Street
Sioux City, IA 51101
Manufacturer: Federal Pacific
Total Bid: \$58,740.00

Let me know if you need anything else.

Thanks,

Brad



To Mayor Dennert and City Commissioners,

The City of Madison budgeted for several pieces of equipment for the streets department in 2022. Due to supply chain and other challenges, equipment costs have increased since the budget was approved and delivery dates extended further into the future.

Below is a list of equipment budgeted for the year, budgeted and actual costs, and general delivery timeline. It should also be noted the City plans to sell some existing equipment being replaced through these purchases which will provide additional revenue.

Equipment	Budgeted	Actual	Ordered	Timeline
Plow	\$20,000	\$20,867	Yes	Delivered
Motor Grader	\$300,000	\$322,128.60	No	2023
Pay Loader	\$165,000	\$194,909.47	No	End of 2022
Pickup	\$37,000		Yes	Sept. 2022
Pickup	\$37,000		No	2023
Sander Chassis	\$25,000	N/A	No	2022
Dump Truck Box	\$20,000	N/A	No	2022

Since some items are over budget and/or not available until 2023, City staff request direction before proceeding. Staff have prepared two options for consideration.

- (1) Order the motor grader and pickup (not available until 2023) and place funds from the 2022 budget into a reserve account to be available for payment in 2023. The pay loader may also need to be placed into a reserve account if not delivered on schedule by end of 2022. Defer purchase of sander chassis and dump truck box to be considered for 2023 budget. This may result in being over budget by approximately \$7,900.
- (2) Provide staff with authority to order the motor grade and pickup with the intent of placing funds in 2023 budget to be paid upon delivery. Utilize existing budget to purchase remaining items (pay loader, chassis, and dump truck box).

Staff recommend proceeding with Option #1. This option places funds into a reserve for payment in 2023, ensuring that funds will be available. While Option #2 allows other items to be purchased in 2022, it requires ordering equipment for 2023 before the budget is approved with the required funding.

Jameson Berreth
Madison City Administrator