

Council Meeting  
January 11, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were Jodi Kvaas, Bruce Bullert, Mark Rahrlick, and Tom Thelen, LMC Representative.

No open forum. Motion by Karow, seconded by Yule to accept the agenda with additions. Carried.

Motion by Clemmensen, seconded by Yule to accept the minutes with corrections. Carried.

Motion by Yule, seconded by Sexton to pay the city bills as presented. Carried.

Motion by Karow, seconded by Sexton to pay the liquor store bills as presented. Carried.

Motion by Sexton, seconded by Karow to approve the appointments as presented. Carried.

Discussion of the organizational ordinance. No changes to this ordinance. Discussion of the process for increasing council wages. The Attorney will advise the council at the February meeting on the procedure for this.

Park report. Motion by Sexton, seconded by Karow to hire Jackie Kilness as the ice rink attendant at \$6.25 per hour. Carried.

EDA Report. Motion by Clemmensen, seconded by Sexton to designate \$5000 from the EDA revolving loan fund for the EDA use as working capital. Carried.

Well System at the Outlet Center. The complaint is being finalized and will be served tomorrow.

The three annexations from previous years will need newly signed joint resolutions to be submitted to the Municipal Board for their review. The attorney will go to the township meeting to get their signatures.

The special assessment appeal will go through the court system.

Discussion of the next steps to take in the Regitschnig permit situation.

The final plat for the Jones 3<sup>rd</sup> Addition has been signed. No grading plans have been submitted yet.

Project 2000-1. The hearing was reconvened at 7:50 p.m. Discussion of adding curb, gutter, and storm sewer improvements to 3<sup>rd</sup> Avenue SE and the added cost of \$100,000

Motion by Karow, seconded by Yule to increase the street width of 3<sup>rd</sup> Avenue SE to 30 feet and do a reconstruction without curb, gutter, and storm sewer. Carried.

Motion by Yule, seconded by Karow to close the hearing at 8:10 p.m. Carried.

Discussion of the snowmobile traffic along 5<sup>th</sup> Avenue SE on the new sidewalk.

Motion by Karow, seconded by Clemmensen to purchase and install "No Motorized Vehicles" along this sidewalk. Carried.

A concern was brought to the council about the snow being plowed to only one side of the street.

Project 2000-2. Public Hearing was reconvened. Motion by Yule, seconded by Karow to continue this hearing at the January 24<sup>th</sup> Council Meeting. Carried.

Proposal for Wastewater Financial Package from Community Partners Designs. Motion by Clemmensen, seconded by Karow to proceed with Community Partners Designs for the wastewater financial package of \$5000 for the initial phase and \$12500 for the implementation phase. Carried.

City mapping is still being worked on. Hopefully completed maps will be available next month.

There was a water main break on Sunday, January 9<sup>th</sup>, behind the post office.

The attorney returned from the township meeting. All resolutions were signed. The joint resolution for Paul Wencil's property was also signed.

The township would like to be notified as soon as a request for annexation is received by the City.

Break 8:55 – 9:00.

Welcome of Tom Thelen, field representative from LMC. Tom gave a presentation about the League.

The New Years party was a success. Project impact grant. Lois will submit the request for reimbursement as soon as all the bills are received.

The Southeast Development Corporation contract will be put on the January 24<sup>th</sup> agenda.

Clemmensen and Karow will attend the Highway 14 Partnership meeting on January 28<sup>th</sup> in Owatonna. Sanborn will RSVP for them.

Motion by Yule, seconded by Sexton to include the interest for 1999 to the principal of the Park Endowment Fund. Carried.

Mayor Nelson shared the information received from the census meeting she attended in Owatonna. This meeting was to promote the hiring of Census workers at a rate of \$11 per hour and \$.32 per mile mileage.

Motion by Karow, seconded by Sexton to purchase new mats for behind the bar at an estimated cost of \$526.40 plus shipping and taxes. Carried.

Review of the building maintenance request form. Sexton to redo and bring back to the next council meeting.

Cannon Valley Watershed has a meeting on February 3. Attendance will be discussed at the next council meeting. Cost is \$20 per person.

Discussion of OSHA training requirements. The Public Works Organization is a good resource for this type of training. Information will be requested from this organization for Keith & Dorian to review.

Motion by Clemmensen, seconded by Yule to adjourn at 9:55 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
January 24, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. Council member Yule was absent. Others attending were John Curran, Dave Maroney, Dorian Cornelius, Bruce Bullert, and Keith Maas.

No open forum. Motion by Karow, seconded by Clemmensen to accept the agenda with additions. Carried.

Motion by Clemmensen, seconded by Karow to accept the minutes as presented. Carried.

Zoning & Planning report.

Streets report. Snow plowing discussed. The no snowmobiling signs along 5<sup>th</sup> Avenue SE were mentioned. The hours of the ice rink warming house were discussed.

Water/Wastewater report. There is some training that Keith would like to attend. He will get the information together for the council to review and consider at the next meeting. The flow meter will be installed this week.

Motion by Karow, seconded by Clemmensen to transfer 3<sup>rd</sup> quarter 1999 water collections in the amount of \$24,363.29. Carried.

Liquor store report. Discussion of the mats that were authorized at the last meeting. Alternative suppliers will be looked into because the shipping costs were high.

Fire Department. Motion by Karow, seconded by Sexton to approve the fire department annual report and annual costs of \$5,321.00. Carried.

Development Activities. Motion by Karow, seconded by Clemmensen to adopt a resolution ordering the improvement and preparation of the plans and specifications for improvement project 2000-1. Carried.

Time line for this project – approve plans in February, bids let at the first meeting in March. The Jones 3<sup>rd</sup> Addition will be done as a separate project.

Nelson and Karow gave their impressions and summary of the meeting with Bill Hinks and the Furniture Outlet people. Dave Maroney reported on the conversation he had with Bill Hinks since this meeting. A review of the tax abatement process followed.

It is consensus of the council to authorize Dave Maroney to discuss with Bill Hinks the offer of \$250,000 tax abatement with no specific length of time or participation beyond the city.

A DNR area meeting will be held the 3<sup>rd</sup> week of February or the 1<sup>st</sup> week in March. Nelson will let us know when date is set.

Bruce Bullert will send a letter to I & M Rail Link concerning the crossing upgrade at 5<sup>th</sup> Avenue SE.

Motion by Sexton, seconded by Karow to table the continuation hearing for city project 2000-2. Carried.

Motion by Sexton, seconded by Clemmensen to send Karow and Clemmensen to the Cannon River Summit on February 3, 2000 and pay the fee of \$20 each. Carried.

Motion by Clemmensen, seconded by Karow to enter into the contract with Southeast Minnesota Development Corporation for Economic Development Services for the year 2000. Carried.

Discussion of the 1999 Budget. Sanborn will verify line items that were questioned in the next council packets.

Copier quotes. Discussion of the copier quotes. Karow will come in and talk to Metro Sales representative Vince Bakken to negotiate further.

Motion by Clemmensen, seconded by Sexton to pursue a grant from Project Impact for the improvements to the original emergency warning system. Quote received for \$1,818.80. Carried.

Further discussion of the ice rink. The MNDOT meetings will continue to have Nelson and Karow in attendance. A mentorship will start in city hall office next week.

Motion by Karow, seconded by Sexton to adjourn at 10:35 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
February 8, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. Council member Yule was absent. Others attending were Bruce Bullert, Mark Rahrick, Jodi Kvaas, Dave Maroney, and Duane Gallea.

There was no open forum.

Motion by Karow, seconded by Clemmensen to accept the minutes as presented. Carried.

Motion by Sexton, seconded by Clemmensen to pay the liquor store bills as presented. Carried.

Motion by Clemmensen, seconded by Sexton to pay the city bills as presented. Carried.

Motion by Karow, seconded by Sexton to accept the agenda with additions. Carried.

Park report. Motion by Sexton, seconded by Karow for the Council to support the park board pursuing a grant from the DNR for park improvements. Carried.

EDA report. A public hearing will be held on March 14 at 6:30 p.m. for the purpose of amending its Resolution establishing the Medford Economic Development Authority, and amending its Resolution Providing for Regular Meetings, Rules of Procedure, Adopting a Seal, Authorizing the Election of Officers, Authorizing a Co-Signer on Checks of the Authority, etc. The Council reviewed the business survey that Mark Hanson put together.

There has been no response from the Horizon Group about the complaint served to them on February 1, 2000. If this goes to court it will not happen until late summer or fall.

The Attorney will handle the appeal of the special assessments for the City.

An ordinance may be adopted at any time now to increase the council wages but will not go into effect until January 1, 2001.

Engineers report. Dave Maroney gave a summary of the conversation he had with Bill Hinks following the meeting with Bill. Dave then gave the council some options for consideration. Discussion of these options followed.

Break

Motion by Karow, seconded by Sexton to continue the public hearing for project 2000-2. Carried.

Street improvements projects. Motion by Sexton, seconded by Clemmensen to adopt a resolution approving the plans and specs and setting the bid letting for March 14, 2000, at 2:00 p.m. Carried.

Todd Kavitz is working the new maps for the City. Hopefully will be done soon. The wastewater plant financing will be worked on by Community Partners now. The Capital Improvement Plan is still being worked on. Information from Bill Fahey is needed to go further.

Motion by Sexton, seconded by Karow to adopt a resolution ordering a feasibility study for Oakridge Bluffs 3<sup>rd</sup> Addition. Carried.

Motion by Karow, seconded by Clemmensen to purchase a copier with sorter bin from Metro Sales as quoted and fix the old copier for use at the wastewater plant. Carried.

The grant request for the improvements to the outdoor warning system was approved by the Project Impact group and now needs to be considered by the Steele County Commissioners.

Clemmensen gave a summary of the highway 14 project. Karow attended the Cannon River Summit and gave a summary of the meeting. A meeting has been set for March 2<sup>nd</sup> at 2:30 p.m. at Medford City Hall to meeting with DNR representatives to discuss the green space in and around Medford.

The TIME record and Building Maintenance Request forms were reviewed.

Motion by Clemmensen, seconded by Karow to send Keith Maas to the wastewater operator training March 22 – 24 and the water training March 7 – 9 and pay the registration and hotel costs. Carried.

A notice will be sent out to all Medford residents for the radium levels in the public water system in Medford.

Motion by Sexton, seconded by Karow to send Karen Sanborn to the annual Clerk’s conference March 7 – 10 and pay the registration and hotel costs. Carried.

LMC Safety and Loss Control Workshops will be discussed at the next meeting.

Discussion of the bill from Cedar Lake Electric for repairs due to damaged sewer line. Motion by Clemmensen, seconded by Karow to deny this bill and remind Cedar Lake of the agreement made between Keith and Jay for the splitting of the costs to repair. Carried.

McDonald’s wastewater bill was discussed. This will be on the agenda for the next meeting.

Motion by Karow, seconded by Sexton to adjourn at 10:18 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
February 28, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. Council member Karow was absent. Others attending were Mike Nelson, Tom Biesterfeld, Dorian Cornelius, John Curran, Craig O'Hearn, Bruce Bullert, and Elliot Eisman.

Motion by Yule, seconded by Sexton to adopt the proclamation in support of the Medford Tigers Wrestling team and the 8 individuals in their trip to the State Wrestling Tournament. Carried.

Motion by Sexton, seconded by Clemmensen to accept the agenda with the additions of the Well Head Protection report and the Civic Club permit requests. Carried.

Motion by Clemmensen, seconded by Sexton to approve the minutes as presented. Carried.

Building Inspectors report.

Park & Recreation report. Motion by Clemmensen, seconded by Yule to adopt a resolution in support of the DNR grant application process. Carried.

Zoning & Planning report.

EDA Report. Motion by Sexton, seconded by Clemmensen to adopt a resolution enabling the EDA and increasing the number of members. Carried. Motion by Clemmensen, seconded by Yule to adopt a resolution for the organization of the EDA. Carried.

Well Head Protection report.

Streets report. Motion by Clemmensen, seconded by Yule to approve the bill from Sysco for paper products. Carried.

Water/Wastewater report. The radium communication has been sent out. Discussion of the MPCA Compliance monitoring survey.

Motion by Clemmensen, seconded by Yule to decrease the McDonald's wastewater bill for 4<sup>th</sup> Quarter 1999 to \$2,298.78. Carried.

Liquor Store report. Recycling at the liquor store discussed and will be on the next agenda. The big stage has been reserved for Straight River Days. Discussion of the remodeling of the bathrooms and office space. Quotes should be brought to the next meeting. There is a MS Dart Tournament scheduled for March 11. The Lockerby information will be given to the attorney for further action. Air filtration system is not working yet. Research of different systems will be done now.

Discussion with Elliot Eisman about the wastewater service at McDonald's followed. Elliot will guarantee that the grease trap will be cleaned weekly and will give Keith approval to make unannounced inspections to track this. Research of metering and billing options will be done to find a better way for billing.

Motion by Clemmensen, seconded by Sexton to set the wastewater bill for 1<sup>st</sup> Quarter 2000 at \$2,298.78 which is based on the average of the BOD for the 7 years. Carried.

Break.

Engineers report. Motion by Sexton, seconded by Clemmensen to adopt a resolution requesting Steele County to participate in a tax abatement program for the Furniture Outlet. Carried.

Motion by Yule, seconded by Clemmensen to adopt a resolution of support for the MNDOT round-a-bout and bridge replacement project. Carried.

Jones 3<sup>rd</sup> Addition. Some preliminary plans received. Bruce will contact John Hosfield about them.

Motion by Clemmensen, seconded by Yule to adopt a resolution ordering the feasibility study for Green Lawn Estates. Carried.

Motion by Yule, seconded by Sexton to accept the proposal from I & M Rail Link for the crossing improvements at 5<sup>th</sup> Avenue SE at a cost not to exceed \$2,000. Carried.

Bluff View TIF reports are almost done and will be sent in once completed.

Storm sewer questions about Jones 2<sup>nd</sup> Addition.

Motion by Sexton, seconded by Clemmensen to rescind the action taken with the EDA resolution earlier in the meeting pending the public hearing on March 14. Carried.

Employee time study. Employees will be asked to fill out time study sheets in the months of March, May, July, and September that will be turned into their commissioner. Sanborn to draft a letter to full time employees regarding this.

Work request form. Sanborn to get quotes for form in triplicate.

Dorian will get quotes for tree trimming for the next meeting.

Motion by Sexton, seconded by Yule to close the public hearing for City Project 2000-2, Furniture Outlet Improvements. Carried.

A meeting with representatives from the DNR will be held at City Hall on March 2, at 2:30 p.m. to discuss open green space in and around Medford.

Motion by Clemmensen, seconded by Sexton to accept Yule's resignation with thanks and appreciation effective April 28, 2000. Carried. There will be one 2-year term and two 4-year terms for the Council plus the Mayors 4-year term all on the ballot in November.

Motion by Sexton, seconded by Yule to grant a Food Permit, Beer Permit, and a Dance Permit to the Medford Civic Club for Straight River Days 2000, June 2-4<sup>th</sup>. Carried.

Motion by Clemmensen, seconded by Yule to purchase two 6 foot tables for the Chalet from Sam's Club at a cost of \$50 each. Carried.

Motion by Clemmensen, seconded by Sexton to adjourn at 10:00 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.



Public Hearing & Regular Council Meeting  
March 14, 2000  
City Hall

Mayor Nelson opened the Public Hearing at 6:34 p.m. Council member Yule arrived at 6:45 p.m. and Council member Karow was absent.

The purpose of this public hearing is to review the proposed resolutions establishing the EDA and increasing the members to 7 and providing for regular meetings, rules of procedure, etc.

Motion by Clemmensen, seconded by Sexton to close the hearing at 6:55 p.m. Carried.

Mayor Nelson called the Regular Council Meeting to order at 7:00 p.m. Council member Karow was absent. Others attending were John Hammer, Mark Rahrnick, Rick Hager, Doug Hughes & son Joshua, Keith Maas, and Bruce Bullert.

Motion by Sexton, seconded by Yule to approve the agenda with additions. Carried.

Motion by Clemmensen, seconded by Yule to accept the minutes as presented. Carried.

Motion by Clemmensen, seconded by Sexton to pay the city bills as presented. Carried.

Motion by Yule, seconded by Clemmensen to pay the liquor store bills except for the quote for flooring. Carried.

Park Report.

EDA Report.

Fire Department Report. Motion by Sexton, seconded by Clemmensen to approve the fee schedule for fire protection services for Medford Township as proposed. Carried.

Streets. Sweeping has been done.

Attorney. Discussion with John Hammer about the Outlet Center water system and the correspondence from Tom Rumptz.

Break

More discussion of the water system. A conference call with Rumptz, Hammer, Nelson, Bullert, Maas, and Clemmensen will be set up to negotiate further.

The special assessments that were appealed will go to trial in August. A judge will determine if the assessments are fair.

The air filtration system at the Liquor Store still does not work. A meeting with the owner of Lockerby has been set up for Thursday at 11 a.m. The attorney pointed out that the statute of limitations will run out about the middle of April.

Engineers Report. The meeting about the Furniture Outlet and tax abatement with Steele County Commissioners ended with the Commissioners deferring the matter to a committee for review. It will take approximately 2 months to receive an answer.

A review of the meeting on March 1, with MNDOT concerning the Bridge, Round-A-Bout, and the Barta Property was done. Medford will proceed with MNDOT as to the landscaping of the area.

Wastewater Treatment Facility Plan. Bruce has met with Owatonna and Faribault about regionalization. Owatonna wants Medford to pay for an engineering study to determine the cost of Medford hooking into their system. Faribault has concerns about plant capacity and regulations for discharging into Cannon River which are different from those for Straight River. Also, Faribault's growth plan is to the North & West. Whatever happens the wastewater rates will be increasing.

Street Bids for the 2000-1 Project. Motion by Clemmensen, seconded by Yule to adopt a resolution accepting the bids and award the contract to Crane Creek. Carried. Discussion of bonding for the improvements followed.

Area commercial water rates will be brought to the next meeting.

Preliminary grading plans have been received for the Jones 3<sup>rd</sup> Addition. Bruce will be contacting John Hosfield to discuss these plans further.

Further discussion of the proposal from Rumpitz for the well and water system at the Outlet Center.

A "Notice and Demand for Payment of Dishonored Check" was shown to the attorney for his review. This form could be used for the checks returned to the liquor store. Attorney will review and call Sanborn with any recommendations.

Discussion of the building plan from Dan Kaiser included hookup fees and restoration costs between Bruce Bullert and Keith Maas.

A summary of the DNR orientation was given by Sexton.

Motion by Yule, seconded by Clemmensen to accept as presented the first reading of a proposed ordinance to establish salaries for the Mayor and Council. Carried.

A notice will be put in the CAST for the council seat opening at the end of April. Interested parties should have their resume and letter of intent submitted to the Mayor by May 1<sup>st</sup>.

TIF report status. The TIF reports for 1997 and 1998 have been submitted. The State Auditors office has confirmed the receipt.

LMC Safety and Loss Control Workshops will be on the next agenda.

Karen Sanborn received her certification at the MCFOA conference. Motion by Sexton, seconded by Clemmensen to increase Sanborns wages \$.50 per hour starting 3/9/00 with congratulations on this achievement. Carried.

Motion by Sexton, seconded by Yule to send Sanborn to the Banyon software training on April 18<sup>th</sup> in Burnsville at a cost of \$125. Carried.

The quote for the liquor store flooring is tabled for now.

Motion by Clemmensen, seconded by Yule to adjourn at 11:00 p.m. Carried.

Emergency Council Meeting  
March 20, 2000  
City Hall Offices

Mayor Nelson called the meeting to order at 6:30 p.m. All Council members were present. Others attending were Keith Maas, Dave Maroney, and Bruce Bullert.

The purpose of this meeting is to review the Furniture Outlet Development and the meeting with the Steele County Officials to discuss Tax Abatement.

A summary of the meeting with Steele County Commissioners where Medford presented the tax abatement request for the Furniture Outlet was presented by Mayor Nelson.

Dave Maroney gave his take of the meeting and subsequent conversations with County Staff. Dave thinks that the tax abatement program is a difficult proposition to get accomplished.

Bruce Bullert gave his viewpoint. At this point the County needs to give an indication as to whether or not the County will consider tax abatement for the Furniture Outlet. Bill Hinks also needs to commit to Medford and express this to the County.

Discussion of the position of the City and where it needs to go from here. Mayor Nelson will call Commissioners Les and Tom to ask about the Boards willingness to continue with tax abatement. Dave Maroney will call Bill Hinks and request his attendance at the next County Board meeting.

Motion by Clemmensen, seconded by Yule to adjourn at 7:26 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 March 27, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were John Hammer, Dan & Mona Kaiser, Dorian Cornelius, John Curran, Bruce Bullert, Rick Jones, Keith Maas, Mark Rahrlick, Greg Sanborn, Jodi Kvaas, and Bill Fahey.

Open forum. John Hammer expressed Horizon Group's understanding of the agreement as negotiated but were not ready to sign as their attorneys have not had a chance to review thoroughly. This will be an agenda item at the next regular meeting.

Motion by Sexton, seconded by Yule to approve the agenda with additions. Carried.

Motion by Sexton, seconded by Karow to accept the minutes as presented. Carried.

Zoning & Planning Report. Kaiser's presented their proposal for the Fire Protection Services Building.

Motion by Yule, seconded by Clemmensen to address the building Fire Protection Services 112 S Main, the south half of the building would be 114 and 116 S Main. Carried.

Motion by Clemmensen, seconded by Karow that the City support the 3 existing curb cuts remaining until improvements are made to Main Street. Carried.

Motion by Sexton, seconded by Karow to accept the 4 foot width of the sidewalk in front of the building as proposed. Carried.

Motion by Yule, seconded by Sexton to allow a maximum of 6 inch water supply size and 2 domestic water meters. Carried.

Motion by Clemmensen, seconded by Yule to charge a total of \$180 in hook up charges which is the cost of the water meters. Carried.

Motion by Sexton, seconded by Yule to approve the plan as presented by the Kaiser's and establish a \$35,000 loan from the EDA as recommended by the EDA. Carried.

Mark Rahrlick was informed about the statements from John Hammer about the water system at the Outlet Center.

Discussion of the liquor store air filtration system and the continued research on possible solutions.

Motion by Yule, seconded by Karow to approve and pay the bill from B & R Builders for the improvements to the liquor store office in the amount of \$3343.82. Carried. All further improvements will have quotes brought before the Council.

Discussion of the recycling at the liquor store. Jim's garbage will recycle glass and cardboard. No bids have been received for flooring as of yet.

Motion by Sexton, seconded by Yule to transfer \$20,000 from the liquor store fund to the general fund. Carried.

The GIS "Fly Over" is a County project and just a point of information to the Council.

Streets.

Water/Wastewater. Keith is still working on getting commercial rate schedules from surrounding communities. Keith will be meeting with someone tomorrow about metering at McDonald's.

Break.

Engineers Report. Furniture Outlet update. Mayor Nelson gave her read of the County Board reaction to the request for Tax Abatement.

Jones 3<sup>rd</sup> Addition. Bruce met with John Hosfield about the grading plan. The grading plan must be approved by the Council before any work can be done. Discussion with Rick Jones about the City's expectations in regards to development.

Wastewater treatment facility plan. Bruce is having dialogues with both Faribault and Owatonna about regionalization.

Motion by Karow, seconded by Clemmensen to enter into the agreement with I & M Rail Link for the improvements to the crossing at 5<sup>th</sup> Avenue SE at a cost not to exceed \$2000. Carried.

The concept plan is the only thing received from the Barta property developers as of today.

Discussion of the Main Street improvements that Steele County is working on. The City needs to have the items it wants to address decided by October of 2000 in order to be included in the County project.

There has been no news from Medford Township as to the proposal of fire protection services for 2001-2003. Discussion of the notice from the State Auditor's Office about the fire relief associations by-law updates.

Motion by Clemmensen, seconded by Yule to accept as presented as the 2<sup>nd</sup> reading of a proposed ordinance increasing the Mayor and Council wages \$175 and \$150 respectively as of January 1, 2001. Carried.

Motion by Yule, seconded by Sexton to adopt the above ordinance. Carried.

Discussion of the information from DOER. Motion by Sexton, seconded by Clemmensen to increase the clerk/treasurers wages by \$.13 per hour retroactive to 12/8/99 and by \$.50 per hour retroactive for the dates 12/8/99 to 3/9/00. Carried.

Motion by Yule, seconded by Sexton to send Dorian & Clemmensen to the LMC Safety & Loss Control Workshop on April 6, 2000 and pay the registration fee and travel. Carried.

The Board of Review is April 19, 2000, at 7:00 p.m.

A report from Bill Fahey giving recommendations of the financial status and city bonding options followed.

Motion by Clemmensen, seconded by Yule to adjourn at 11:16 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 April 11, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. Council Member Yule was absent. Others attending were Chuck Hosfield, Jodi Kvaas, Greg Sanborn, Richard Valois, Bruce Bullert, Mark Rahrack, Rick Jones, and Keith Maas.

Motion by Karow, seconded by Sexton to accept the agenda with additions. Carried.  
 Motion by Clemmensen, seconded by Sexton to accept the minutes with corrections. Carried.  
 Motion by Clemmensen, seconded by Karow to pay the city bills as presented. Carried.  
 Motion by Karow, seconded by Clemmensen to pay the liquor store bills as presented. Carried.

Motion by Clemmensen, seconded by Sexton to Proclaim the month of April as Child Prevention Month in Medford. Carried.

Park/Pool report. Motion by Sexton, seconded by Karow to hire Beth Grote at a wage of \$8.00 per hour as the pool manager. This wage is for both swim instructor and life guard positions. Carried.

Swim lesson registration is May 3<sup>rd</sup>.

Discussion of the request by Kim Christensen to have a band in Straight River Park on May 13. The consensus of the Council is to allow this as long as the band does not use a sound system.

The Fire Relief Association has filed all reports with the State Auditors office that were needed in regards to the by-law revisions.

Motion by Clemmensen, seconded by Sexton to transfer the 4<sup>th</sup> quarter water collections in the amount of \$23,722.30. Carried.

EDA Report. Discussion of the proposed Business Subsidy Policy and the public hearing needed to adopt a policy. Discussion of the EDA levy. Mention of the Southeast Minnesota Development Corporation's annual meeting.

Well System at the Outlet Center. Tom Rumptz has a target date for signing the agreement of 4/24/00.

Engineers Report. Jones 3<sup>rd</sup> Addition. Motion by Clemmensen, seconded by Karow to approve the grading plan contingent on the City Engineers final approval of the plan. Carried.

Break.

A meeting with Bill Hinks and representatives from the Medford Furniture Outlet and representatives from Steele County has been scheduled on Thursday at 3 p.m.

1999 Street Improvement projects. A punch list to finalize these projects has been started.

Wastewater treatment facility. The City will not submit a facility plan to MPCA at this point. There is more research that needs to be done.

Work will begin this week for the 2000-1 project. A feasibility study for Oakridge Bluffs 3<sup>rd</sup> Addition and Green Lawn Estates will be presented at the next meeting.

Discussion of the Barta Property and potential development. 5<sup>th</sup> Avenue SE was discussed.

McDonald's metering. Keith is waiting for a quote from Haley Plumbing yet.

Liquor Store. Discussion of the Air Filtration System and the quote received from Lockerby for a new heating & cooling system.

Motion by Clemmensen, seconded by Sexton to approve the quote from E J Flooring in the amount of \$250 plus \$75 for sub floor if needed, for the flooring in the office area at the liquor store. Carried.

Quotes have not been received for the repairs in the bathrooms yet.

Motion by Karow, seconded by Sexton to split the cost, \$250 each, with the Medford Civic Club for the showmobile rental for Straight River Days weekend, June 2 – 4. Carried.

A meeting has been scheduled for Friday, April 21, 2000, with Jon Burmeister, CPA CFA, to discuss capital financial planning.

Mention of the open seat for council when Yule leaves.

LMC Annual meeting information shared. A LMC seminar to be held in Dodge Center was also shared.

The City is recognizing National Volunteer Day, April 14, 2000, with area youth out cleaning up around Medford.

Motion by Karow, seconded by Clemmensen to pay Medford Township \$200 for the upkeep of T92 (road behind the outlet Center). Carried

Motion by Clemmensen, seconded by Sexton to adjourn at 10:20 p.m. Carried.

Board of Review  
April 19, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were Glen Purdie and Dave Wavrin from the Steele County Assessors Office.

There was a 3 to 5% across the board increase for all property in Medford to keep above the 90% standard as defined by the State.

General discussion about property values and area market values and tax rates.

Motion by Yule, seconded by Sexton to close the Board of Review. Carried.

Discussion of the Jones 3<sup>rd</sup> Addition grading plan.

Discussion of the Furniture Outlet and the extending of services to them.

Meeting adjourned at 9:15 p.m.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 April 24, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were John Curran, Dorian Cornelius, Greg Sanborn, Bruce Bullert, Keith Maas, Jim Hilpipre, and Rick Jones.

Motion by Sexton, seconded by Yule to accept the agenda as presented. Carried.

Motion by Clemmensen, seconded by Karow to accept the minutes as presented. Carried.

Zoning & Planning report. Discussion of the draft of the low density residential ordinance. Changes will be made and the draft will come before the council at the next meeting.

Motion by Yule, seconded by Karow to grant a two year conditional use permit to Curt and Kathy Rapp for the continuing River Rose Tea House. Carried.

Discussion of the pool and park policies.

Streets report. Steele County is not doing any seal coating this year.

Motion by Karow, seconded by Clemmensen to purchase a paint sprayer for \$1600 (Nova Sprayer with 2 year warranty) and split the cost between the park, streets, and pool. Carried.

Discussion with Jim Hilpipre about the liquor store heating cooling and air filtration system.

Motion by Yule, seconded by Karow to purchase the air filtration/heating/cooling system at a cost of \$15,380 plus electrical and roof improvement costs from Hilpipre Heating & Cooling. Carried.

Water/Wastewater report. Discussion of the quote for installing a 2 inch water meter at McDonald's to use to set the sewer charges. No commercial rates will be set at this time.

Motion by Clemmensen, seconded by Sexton to charge McDonalds \$900 for the installation of a 2 inch water meter and set the 2<sup>nd</sup> quarter charges at \$2298.78 (based on the average BOD). Carried.

5 minute break.

Discussion of the liquor store improvements behind the bar and in the bathrooms.

Motion by Yule to approve the bid from Calvin Brendemuehl for behind the bar improvements and add a sink and plumbing costs. Carried.

Motion by Clemmensen, seconded by Sexton to hire B & R Builders @ \$30 per hour per man and approximately \$500 in materials for improvements to the floor joist support in the bathrooms. Carried.

A bid was received from B & R Builders for the tile replacement for the floors and walls. This bid was for \$2321.14 plus \$30 per hour for the demolition and restructuring needed. This bid will be held until another quote can be obtained.

Motion by Yule, seconded by Sexton to hire Haley Plumbing at a cost of \$1200 for the plumbing improvements to the bathrooms. Carried.

A softball bash will be held at the liquor store on May 20<sup>th</sup>. A band will be performing and a portion of the street will be roped off for this event.

Yule complimented Craig and Brenda for the successful management of the liquor store.

Motion by Karow, seconded by Yule to purchase a new fan for the women's restroom at City Hall. Carried.

Motion by Clemmensen, seconded by Sexton & Karow to acknowledge with appreciation the service to the City of Medford given by Shane Yule. Carried. Yule had to leave the meeting.



Engineers report. Jones 3<sup>rd</sup> Addition. Bruce approved the grading plan as noted today. 2000 street projects have begun. An update of the discussions with Steele County's willingness to help financially with the extension of services to the Medford Furniture Outlet.

Motion by Clemmensen, seconded by Karow to adopt a resolution ordering the improvements for the Medford Furniture Outlet, Project 99-2. Carried unanimously.

Motion by Karow, seconded by Sexton to adopt a resolution declaring the costs of Project 99-2 to be assessed. Carried unanimously.

Motion by Sexton, seconded by Clemmensen to adopt a resolution calling the a hearing on the proposed assessment for Project 99-2 for May 16, 2000, at 7:00 p.m. Carried.

Discussion of the notice to go in the paper.

Motion by Clemmensen, seconded by Sexton to adopt a resolution receiving the Feasibility Study for Green Lawn Estates and calling for a hearing on May 16, 2000, at 7:30 p.m. Carried unanimously.

Motion by Karow, seconded by Clemmensen to adopt a resolution receiving the Feasibility Study for Oakridge Bluffs 3<sup>rd</sup> Addition and calling for a hearing on May 16, 2000, at 7:45 p.m. Carried unanimously.

There is nothing new with the wastewater treatment discussions.

Dorian reported that the safety and loss control workshop was informative about the bleacher safety guidelines. Discussion of the sidewalk along County Road 12 and Oakridge Bluffs. There is a natural spring that is damaging the sidewalk going up the hill.

The LMC Annual Conference is in June. If anyone is interested in attending please let Karen know. The previous notice for the LMC seminar in Dodge Center had the location wrong. A new notice was included in the packets.

Nelson, Sexton, and Sanborn gave summaries of the meeting with Jon Burmeister from PFM to discuss capital financing and bonding.

The Council is acknowledging with appreciation the National Honor Society and SWAT members, 19 persons, who assisted with cleaning around Medford.

Motion by Clemmensen, seconded by Sexton to adjourn at 10:42 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Public Hearing & Regular Council Meeting  
 May 9, 2000  
 City Hall

Mayor Nelson opened the public hearing at 6:30 p.m. All members were present. Others attending were Dan Kaiser, and Greg Sanborn.

The purpose of this hearing is to review the proposed business subsidy policy. Discussion of the proposed policy.

Motion by Clemmensen, seconded by Sexton to close the hearing at 6:55 p.m. Carried.

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were Greg Sanborn, DeWayne Halverson, Dan Kaiser, Brian Paulson, Jodi Kvaas, Rick Tollefson, Gerry Eick, Rick Jones, Brian Markham, and Bruce Bullert.

Open forum. Brian Markham wishes to purchase 1 of the 3 city owned porta-potties for \$100. This will be added to the agenda under new business.

Discussion of Kaiser's property. Ground breaking is hinging upon the architects stamp.

Motion by Karow, seconded by Clemmensen to accept the agenda with changes. Carried

Motion by Clemmensen, seconded by Karow to accept the minutes as presented. Carried.

Motion by Sexton, seconded by Clemmensen to pay the city bills as presented. Carried.

Motion by Karow, seconded by Clemmensen to pay the liquor store bills as presented. Carried.

Park/Pool report. Minutes have not been received yet. Pool registration went well. There may be some shuffling of students and teachers. The baby pool will be rebuilt soon. The staff is all in place for this summer.

Motion by Sexton, seconded by Karow to deny the Civic Club's request to use the tennis courts for anything other than tennis during Straight River Days. Carried.

EDA report. Discussion of the web site for the city.

Motion by Karow, seconded by Clemmensen to adopt the Business Subsidy Policy as presented. Carried.

Liquor store report. The repairs to the restroom floors has been completed.

Motion by Clemmensen, seconded by Sexton to renew the tobacco license for the municipal liquor store at a cost of \$200. Carried.

Discussion of the quote for repairs to well #2. Motion by Clemmensen, seconded by Karow to hire Bergeson Caswell at a cost of \$14439 less \$2500 to temporarily replace the pump while repairs are being done. Carried.

A draft of the agreement for the well and water system at the outlet center was sent on May 4<sup>th</sup>.

Motion by Karow, seconded by Sexton to adopt a resolution for the approval of the language to appear on the ballot for Sunday Liquor sales. Carried.

Discussion of the open council seat. Someone will be appointed at the next regular meeting to fill the seat vacated by Shane Yule.

Motion by Karow, seconded by Sexton to accept as the first reading of the proposed low density zoning ordinance. Carried.

Discussion of the plantings in right of ways.

Flag displays. A review of when flags are to be displayed on light poles along Main Street. This will be discussed with the full staff at the next meeting.

As a point of information a general meeting for anyone interested in organizing the 150<sup>th</sup> birthday celebration in 2003.

Discussion of the vandalism at Straight River Park this spring and options to respond to continued vandalism.

The office furniture quotes are just a point of information at this time.

The information for the legislative review seminars through the LMC was shared.

Motion by Karow, seconded by Clemmensen to enter into the agreement for LMC Worklist!com. Carried.

Motion by Clemmensen, seconded by Sexton to sell the best of the porta potties to Brian Markham for \$100.00 Carried.

Jones 3<sup>rd</sup> Addition. Motion by Karow, seconded by Clemmensen to adopt a resolution approving the plans and calling for bids. Carried.

Audit report by Gerry Eick.

An update of the Furniture Outlet project with a summary of Steele County's position and a discussion of the public hearing scheduled for May 16. Bruce Bullert will schedule a meeting with Mike Caron.

An update of the 2000 street projects was given by Bruce. Sanborn will set up a meeting with David Drown to discuss financial consultant services for May 16<sup>th</sup>. Sexton will also be in attendance.

Residential development will continue in Medford. The parade of homes was successful in generating interest.

The City needs to start working on plans for the streets, sidewalk, and street light improvements for Main Street. Steele County would like the City's plans by October 2000.

The letter from Bergen is just a point of information at this time.

Motion by Clemmensen, seconded by Sexton to adjourn at 10:40 p.m. Carried.

Public Hearing  
May 16, 2000  
City Hall

Mayor Nelson opened the public hearing at 7:00 p.m. All members were present. Others attending were John Hammer, George Dow, Brian Paulson, David Drown, Bruce Bullert, Dan Kaiser, Greg Sanborn, Jim Matthews, Bob Dicke, Bill Hinks Don Redman, and Todd Kavitz.

The purpose of this hearing is to review the proposed special assessment role for the 99-2 Medford Furniture Outlet Utility Improvement Project.

Bruce Bullert, City Engineer, explained the project and the proposed assessment amounts. The floor was then opened for questions.

George Dow questioned the amount for the project and the assessed amounts not being equal. Also questioned was what exactly was included in the assessments. George Dow also stated that in his opinion the property being assessed is land that is undevelopable.

Bob Dicke, representing the Furniture Outlet, presented a written objection to the special assessments. Bill Hinks stressed that the Furniture Outlet only wants sewer lines extended. He also stated that the water system is up to state standards.

George Dow also submitted a written objection to the proposed assessment amounts.

Motion by Sexton, seconded by Karow to continue this hearing to the June 13, 2000, Regular Council Meeting. Carried.

Mayor Nelson opened the public hearing at 8:15 p.m. The purpose of this hearing is to review City Project 2000-3 Green Lawn Estates.

Bruce Bullert explained the project. A discussion of the project followed.

Motion by Sexton, seconded by Clemmensen to close the hearing at 8:45 p.m. Carried unanimously. Bruce will continue to negotiate with the railroad for the cost of the crossing improvements.

Motion by Sexton, seconded by Karow to terminate project 2000-3 Green Lawn Estates. Carried unanimously.

Mayor Nelson opened the public hearing at 8:50 p.m. The purpose of this hearing is to review City Project 2000-2 Oakridge Bluffs 3<sup>rd</sup> Addition.

Bruce Bullert explained the project. The proposed expenses were discussed.

Motion by Clemmensen, seconded by Sexton to close the hearing at 9:00 p.m. Carried.

Motion by Clemmensen, seconded by Karow to adopt a resolution ordering the improvements and including 4. The special assessment being unbalanced on a per lot basis as per attached exhibit. Carried unanimously.

Minutes approved at \_\_\_\_\_ meeting

Submitted by \_\_\_\_\_ Clerk.

Regular Council Meeting  
 May 22, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. Nelson, Clemmensen, Karow, and Sexton. Others attending were Jodi Kvaas, Juanita Jay & Brian Paulson, John Curran, DeWayne Halverson, Keith Maas, Bruce Bullert, John Bodger, Jim Johnson, Rob Barbeau & son Alexander, Craig O'Hearn, and George Eilertson.

Motion by Clemmensen, seconded by Sexton to appoint Brian Paulson to fulfill to open council seat for the remainder of 2000. Carried.

The oath of office was given to Brian and he was sworn in.

Open forum. Concerns were expressed by Rob Barbeau about the softball street dance held on May 20<sup>th</sup>. These concerns will be discussed later when the liquor store is on the agenda.

Motion by Karow, seconded by Sexton to accept the agenda as presented. Carried.

Motion by Clemmensen, seconded by Sexton to accept the minutes as presented. Carried.

Park/Pool report. Lifeguards have been hired. There are no funds for outdoor recreational grants this year.

Zoning & Planning report. The request for the advertising sign will be sent back to the zoning to have more questions answered.

Streets report. Bargaen proposal – this will be looked at in the fall for the next budget year.

There is no update about the warning system improvement as of yet.

Dorian will get a quote for street sweeping of just Main Street and Central Avenue.

Water/Wastewater report. Discussion of the Cedar Lake Electric Bill. Mayor Nelson will draft a letter expressing the City's position about this bill.

The well repairs will start the week of June 5<sup>th</sup>.

Discussion with Jim Johnson, Bargaen, about the proposal for crack filling.

Break.

Liquor store report. Review of the concerns expressed earlier about the street dance. Craig explained what happened. The council does not want this behavior to be repeated or dances of this sort will not be allowed. A new bartender is being hired and will help during Straight River Days. The improvements were discussed briefly.

Detailed time sheets will be done the week of June 12 – 16.

Engineers report. Bruce Bullert explained his response to the letter from George Dow and discussion continued about this project.

Motion by Sexton, seconded by Karow to approve pay estimate #1 for the 2000 street improvements in the amount of \$92,764.13 to Crane Creek Construction with the funds being borrowed from money market savings funds and the reimbursement of those funds to include interest. Carried.

Jones 3<sup>rd</sup> Addition update.

Motion by Clemmensen, seconded by Sexton to adopt a resolution ordering the preparation of the report on Improvement for the Medford I35 Interchange Project. Carried.

Motion by Sexton, seconded by Paulson to adopt a resolution ordering the preparation of the report on Improvement for the Main Street Improvements. Carried.

Discussion of the amount of bonds needed for the proposed projects for 2000.

Motion by Karow, seconded by Clemmensen to authorize Nelson to attend the LMC Annual Conference and to pay the registration, travel, and lodging costs. Carried.

Bonding Activity and bond consultants. A summary of the Juran & Moody firm by George Eilertson.

Motion by Karow, seconded by Clemmensen to hire David Drown & Associates to sell the bonds for the 2000 projects. Carried.

Motion by Clemmensen, seconded by Sexton to accept as presented as the second reading of the proposed ordinance for Low Density Residential Zoning. Carried.

Motion by Sexton, seconded by Karow to adopt the proposed ordinance for Low Density Residential Zoning. Carried.

Mention of the flag display dates. The 2003 celebration meeting is tabled until the next meeting.

Consumer Confidence Report for the water system must go out by July 1<sup>st</sup>. The radium notice may not need to go out. Keith is getting that verified.

Motion by Karow, seconded by Clemmensen to start summer hours, 7:00 – 11:00 a.m. and 1:00 – 4:00 p.m., at City Hall June 1 through August 31, 2000. Carried.

Sanborn will get quotes for the next 3 years from the engineer, attorney, and the auditor for the second meeting in June.

Discussion of interim park lawn maintenance. Motion by Sexton, seconded by Clemmensen to pay \$8.00 per hour for the interim lawn maintenance. Carried, Karow abstains.

Mayor Nelson will participate in the Mayorthon on June 5<sup>th</sup>.

Sanborn to get quotes to do a fixed asset study for the second meeting in June.

Motion by Sexton, seconded by Karow to express appreciation for the 28 girlscoouts who worked hard planting in public areas on Saturday. Carried.

Motion by Sexton, seconded by Karow to adjourn at 11:09 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
June 13, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were John Hammer, Mark Rahrick, Bruce Bullert, and Rick Jones.

Discussion with John Hammer about the policing of the waste paper blowing into the fence along the interstate. The outlet center employees do clean this up. John will have them check it again.

Motion by Clemmensen, seconded by Karow to accept the agenda with additions of the MCFOA regional meeting and the School meeting on Thursday evening. Carried.

Motion by Sexton, seconded by Paulson to accept the minutes as presented. Carried.

Motion by Clemmensen, seconded by Karow to pay the city bills and to include the bill from Manke Service for \$200 for the weed whip. Carried.

Motion by Sexton, seconded by Karow to pay the liquor store bills as presented. Carried.

Attorney report. The latest draft of the agreement for the transfer of the well and water system at the outlet center to the city of Medford was reviewed. The assessment appeal hearing is scheduled for August. Quotes for appraisals of this property along with the commercial property with proposed special assessments will be reviewed at the next meeting.

Park & Pool report. No minutes received. Motion by Sexton, seconded by Karow to approve the budgeted amount of \$2,250 for summer park & rec program in 1999. Carried.

Motion by Sexton, seconded by Clemmensen to pay Kim Wilson \$20 for helping with the swimming lesson registration night. Carried.

Discussion of the condition of the park lawn after the rains during straight river days. The area needs to be rolled.

The council reviewed the report of the liquor store and the dance proceeds from straight river days.

Engineers report. Discussion of the letter sent to the Jones' about the grading in the 3<sup>rd</sup> Addition. Rick Jones stated that the grading should be done in 10 days. The road to Riverside Cemetery has been restored.

The bids received this afternoon were reviewed.

Motion by Clemmensen, seconded by Karow to adopt a resolution accepting the bids and awarding the contract for the Jones 3<sup>rd</sup> Addition, Project 1999-03 to Meadowvale Construction Inc in the amount of \$174,185.00. Carried.

Street projects updated by Bruce Bullert. Curb repair on Riverside Drive would require the existing curb to be removed and new curb installed.

Motion by Karow, seconded by Clemmensen to move the next regular meeting from Monday, June 26, to Tuesday, June 27. Carried.

A meeting with the Furniture Outlet and Bill Hinks has been set for Thursday, June 22, at 1:00 p.m.

Motion by Clemmensen, seconded by Sexton to continue the public hearing to June 27, 2000. Carried.

There is an informational meeting on June 21, at 7:30 p.m. at Medford City Hall for the purpose of a 2003 Celebration of Medford's being 150 years old.

David Drown is working on the bonding for the city. More information will be at the next meeting.

As a point of information, there is an Ecology Bus Tour of Steele County on June 17 & 18.

Motion by Karow, seconded by Sexton to grant the Medford Women’s Club a Food, Beer, and Parade permit for the Independence Day Parade on June 29, 2000. Carried.

There is a CAER Aviation Disaster Seminar that city representatives have been invited to.

The Tuttle residence will be up for sale again. The City is not interested in purchasing this property at this time but would like to maintain the right of first refusal with the next owner.

Motion by Clemmensen, seconded by Paulson to send Sanborn to the MCFOA regional meeting in Albert Lea on June 29 and pay the registration and mileage. Carried.

The school is hosting an informational meeting on June 15 at 7:30 p.m. to discuss the Facility Assessment being conducted now.

A reminder needs to go out to developers to maintain vacant lots. A report from Todd about the drainage problem on the hill up to Oakridge Bluffs will be given at the next meeting.

Motion by Clemmensen, seconded by Sexton to adjourn at 9:16 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.



Regular Council Meeting  
June 27, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were George Dow, John Hammer, John Curran, Bruce Bullert, Todd Kavitz, Keith Maas, Dorian Cornelius, Jodi Kvaas, John Bodger & Associate from Outdoor sign company.

No open forum.

Motion by Sexton, seconded by Karow to accept the agenda with additions. Carried.

Motion by Karow, seconded by Clemmensen to accept the minutes as corrected. Carried.

Continuation of the public hearing for the Furniture Outlet Project. Discussion with the Outlet Center about the proposed assessments for this project.

Motion by Clemmensen, seconded by Sexton to continue this hearing at the July 11, 2000 regular council meeting and to send written notice to the parties involved. Carried.

Park & Pool report. A report of the vandalism at the pool and park given. David Clark is the deputy assigned to Medford.

Zoning & Planning report. Discussion of the request for the outdoor sign. The variance request for the lot in the Jones 3<sup>rd</sup> Addition on hold for now to request further information.

Oakridge Bluffs 3<sup>rd</sup> Addition plat map reviewed. Motion by Sexton, seconded by Paulson to accept the plat for Oakridge Bluffs 3<sup>rd</sup> Addition with the changes to the lots from the 1<sup>st</sup> Addition, change utility easement of 30 feet between lots 4 & 5 of Block 3 to Outlot B, with the understanding that costs for developing a pathway to be negotiated in the future, the remainder of the undeveloped land to be Outlet C. Carried.

The special assessments for the lots from the 1<sup>st</sup> addition that were changed will need to be redistributed. Todd and Karen will work on this.

Motion by Sexton seconded by Paulson that the final plan approval is conditional upon a signed developers agreement for Oakridge Bluffs 3<sup>rd</sup> Addition. Carried.

Discussion with Todd about the spring water that has been damaging the sidewalk along County Road 12. Todd is looking into the costs to fix this problem. A reminder was given to mow the undeveloped lots.

Break

Attorney report. A review of the draft of the agreement for the Outlet Center Water System.

Gnemi Appraisal quotes. Motion by Paulson, seconded by Sexton to hire Gnemi Appraisal to do an appraisal of the Lee property at a cost of \$350 plus \$25 per hour for court room testimony. Carried.

Motion by Sexton, seconded by Karow to hire Gnemi Appraisal to do an analysis of the Outlet Center and the Furniture Outlet properties at a cost of \$650 each plus \$25 per hour for court room testimony. Carried.

Streets report. Discussion of street sweeping. Motion by Karow, seconded by Sexton to have streets, as identified by Karow and Dorian Cornelius, swept. Carried.

There is a MNDOT meeting scheduled for July 11 at 3 p.m.

The replacement lights for the pathway have been ordered.

I & M Rail is planning on doing the upgrade of 5<sup>th</sup> Avenue SE crossing in mid July. The final wear coarse for the streets will be done after that.

Water/Wastewater report. The well has been fixed. Eric Rutherford, Triple E Mfg, has concerns about getting approval for the septic system improvements. Sanborn will check with the building inspectors in the morning.

Liquor Store report. A progress report of the installation of the air filtration system was given. Concerns expressed by employee about the lost hours due to the closing of the bar for the improvements being done. In the future hours can be worked at City Hall for the full time employee hours lost due to this type of improvement.

The August street dance may be moved to the 2<sup>nd</sup> Saturday in September.

Engineer report. A review of the information about the well and the tank at the furniture outlet.

Jones 3<sup>rd</sup> addition. Contractor is planning on starting the week of July 10. The grading has not been completed as of yet. Bruce will send a letter to the Jones about getting the grading completed according to the plan by then. Street lights will be ordered.

Motion by Clemmensen, seconded by Sexton to table the services consultants quotes until the July 11<sup>th</sup> meeting. Carried.

A summary of the LMC Annual Conference was given by Lois.

Bruce has given the project amounts to David Drown for bonding purposes.

Discussion of the Schuler property.

The next meeting of the 2003 Celebration committee will be in September. The next meeting of the school districts planning committee is July 31<sup>st</sup>.

Motion by Karow, seconded by Clemmensen to adjourn at 10:53 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ Clerk.

Regular Council Meeting  
July 11, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. Council member Clemmensen arrived at 7:40 p.m. All others were present. Others attending the meeting were David Drown, Elizabeth Blakesley, Mark Rahrlick, and Bruce Bullert.

No open forum.

Motion by Karow, seconded by Paulson to accept the agenda with additions. Carried.

Motion by Sexton, seconded by Karow to accept the minutes as corrected. Carried.

Motion by Paulson, seconded by Sexton to pay the city bills as presented. Carried.

Motion by Karow, seconded by Paulson to pay the liquor store bills as presented. Carried.

Park & Pool report. Motion by Sexton, seconded by Paulson to reduce the pool membership for the remainder of this season to ½ the cost (\$30 and \$35). Carried.

Motion by Sexton, seconded by Paulson to pay Elizabeth Eden \$8.50 per hour for life guarding retroactive to her 1<sup>st</sup> day of work this year. Carried.

Motion by Sexton, seconded by Paulson to hire Ron Karow to mow city property for the remainder of this year and retain Don Clemmensen for park maintenance. Karow abstained. Carried.

EDA report.

Liquor store report. The rebate for the new heating & cooling system at the liquor store is being looked into yet.

Motion by Sexton, seconded by Karow to continue the public hearing for the Furniture Outlet Project to the August 8, 2000 regular council meeting. Carried.

Motion by Karow, seconded by Sexton to accept the quote from Abdo Abdo Eick & Meyer for auditing services for the years of 2000, 2001, and 2002. Carried.

Motion by Clemmensen, seconded by Karow to accept the services agreement from Community Partners Designs for engineering for the next 3 years. Carried.

Discussion of the 2001 budget.

Break.

Senator Dick Day and Representative Steve Sviggum will be in attendance at the July 24 meeting. Les Oeltjenbruns will also be invited.

Mayor Nelson gave a summary of the MNDOT meeting and the round-a-bout plan.

Motion by Karow, seconded by Sexton to move the September 12 Regular Council Meeting to September 13, due to the primary election, and to move the December 25 Regular Council Meeting to December 27, with the intent to try to not hold a meeting if possible. Carried.

Motion by Karow, seconded by Sexton to allow city employees to use the Christmas holidays allowed at their own discretion as to which dates to use. Carried.

Motion by Karow, seconded by Sexton to NOT Waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04. Carried.

Discussion of the Well System at the Outlet Center.

A progress report on the analysis being done by Gnemi Appraisal was given.

Review of the proposal from David Drown for the bonding of the proposed projects.

The Furniture Outlet Project was discussed. A review of this afternoons meeting with Bill Hinks shared by Mark Rahrlick, Mayor Nelson, Council member Karow, and Bruce Bullert. The city attorney will write a proposal to Bill Hinks that will defer the assessments for the water improvements for 3 years with interest and waive the water trunk fees of \$15,237.12.

The Outlet Center assessments will be looked at once the Furniture Outlet has been settled.

Bonds will be sold at the 2<sup>nd</sup> meeting in August.

Motion by Sexton, seconded by Karow to approve the partial payment of the 98-5 and 98-6 projects in the amount of \$8,105.09 to Crane Creek Construction. Carried.

Motion by Sexton, seconded by Karow to approve the partial payment of the 2000-01 project in the amount of \$6,964.45 to Crane Creek Construction. Carried.

I & M Rail did the improvements to the crossing at 5<sup>th</sup> Avenue SE today. The final wear coarse for all the streets will be scheduled now.

The pre construction meeting for the Jones 3<sup>rd</sup> Addition was today. The contractor is scheduled to start on July 25.

The engineer received a call from a commercial entity that wanted to submit a project plan for development of a portion of the Barta property. Bruce told them that until the city received an annexation petition he could not accept any plans.

A discussion of the undeveloped and developing lots and the washing of the topsoil onto the streets and the subsequent cleanup and how to handle this.

The council informed Bruce that the agreement for services with Community Partners Designs has been accepted. Brief discussion of concerns with inspection of projects.

A concern about a driveway washing away from water coming from the neighbors yard. This is a problem between property owners.

A concern has been expressed about snow removal from a business being pushed into the street. This will be looked into and a proposal on how to handle this will be discussed before the snow flies.

Motion by Clemmensen, seconded by Sexton to adjourn at 11:15 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 July 24, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others in attendance were John Curran, Kevin Gallagher, Keith Maas, Dorian Cornelius, Bruce Bullert, Les Oeltjenbruns, Senator Dick Day, and Mark Rahrlick.

Motion by Sexton, seconded by Karow to accept the agenda with additions. Carried.  
 Motion by Clemmensen, seconded by Sexton to accept the minutes as presented. Carried.

Zoning & Planning report.  
 Motion by Sexton, seconded by Paulson to deny the variance request from Dave & Pam Ellis as recommended by the Zoning Board. Carried.

There was nothing to report for the Streets.

Water/Wastewater report. Still trying to get a hold of Elliot Eisman to install the water meter at McDonalds. Keith reported that a 16 foot 12,000 pound capacity trailer is for sale for \$1,000 if the city is interested.

Motion by Karow, seconded by Sexton to transfer the 1<sup>st</sup> quarter water collections in the amount of \$24,532.52. Carried.

Liquor Store report. The heating/cooling unit should be shipped on the 31<sup>st</sup> and hopefully installed by the end of next week. The rebate amount is \$840.  
 Motion by Karow, seconded by Sexton to pursue the financing of the heating & cooling improvements at the liquor store through Alliant Energy with a 5 year loan. Carried.

Attorney report. The status of the agreement for the Outlet Center well system was given. The Gnemi appraisal report will be ready soon.

The sign request received earlier must have a written response as to the denial of the request.

Motion by Clemmensen, seconded by Paulson to clarify the minutes of the June 27, 2000, regular council meeting to state that representatives from Adams Outdoor Advertising were in attendance and that the permit request could not proceed until Adams purchased 20,000 square feet of land as stated in Ordinance 165 and recommended by the Medford Zoning & Planning Board. Carried.

After the review of the correspondence from the Medford Furniture Outlet dated July 21, 2000, the council directed the Attorney to respond as discussed tonight.

A discussion with Les Oeltjenbruns and Senator Dick Day as to issues and concerns facing cities today. Both officials then shared views about issues and concerns and what they have been working on.

Break.

Kevin Gallagher gave a breakdown of the insurance for the City of Medford.  
 Motion by Karow, seconded by Sexton to renew the insurance as presented. Carried.

Engineers report. A draft of the developer's agreement was given to the council for review and discussion at the next meeting.

Motion by Paulson, seconded by Clemmensen to appoint Keith Maas as the only city employee that has the authority for site plan approval where there is no variance required, in which case the variance request would go through the Zoning & Planning Board for recommendation to the City Council. If Keith is unavailable for more than 3 consecutive business days the Zoning Chairman is authorized to approve site plans where no variance is required. Carried.

The financial advisor will continue to be David Drown Associates with fees as quoted. The amounts will be used in the budget for 2001.

Fixed Assets Audit. Brian Paulson will meet with Bob Wentzel to discuss and clarify the quote.

The budget will be discussed and reviewed at a special meeting scheduled for Wednesday, August 9, 2000, at 6:30 p.m.

The laundry & supply quotes for the liquor store are being tabled until the next meeting.

The city needs to be sure to recycle citywide. A letter will go out to each department about recycling.

Motion by Karow, seconded by Paulson to adjourn at 11:00 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 August 8, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were Mark Rahrlick, David Drown, Elizabeth Blakesley, John Hammer, Bruce Bullert, Craig O'Hearn, Jodi Kvaas, Bruce Kubicek, Todd Kavitz, Keith Maas, and Mark Carver.

Motion by Sexton, seconded by Karow to accept the agenda with the removal of the fixed asses audit quote. Carried.

Motion by Clemmensen, seconded by Paulson to accept the minutes as corrected. Carried.

Motion by Sexton, seconded by Clemmensen to pay the city bills as presented. Carried.

Motion by Karow, seconded by Paulson to pay the liquor store bills as presented. Carried.

Park and Pool report. Concerns about the condition of the chalet were expressed.

Liquor Store report. Project status of the cooling & heating system was given.

Motion by Clemmensen, seconded by Karow to continue with the contract with Aramark Uniform services for laundry & supplies at the liquor store. Carried.

There will be a street dance at the muni on September 8<sup>th</sup> featuring the Steve McCloone Band. Dan Smith, Denny Kramer, and Wendy Calder have been hired.

Attorney report. Mark Rahrlick gave status reports as to the Outlet Center Well System, Rick Gnemi's appraisal report for the Furniture Outlet and the Assessment Appeal case.

Engineers report. Bruce Bullert gave a progress report for projects underway.

Motion by Sexton, seconded by Karow to table the service consultants contract to the August 28<sup>th</sup> meeting. Carried.

General election. The city positions on the ballot in November are Mayor – 4 year term, 2 Council positions – 4 year terms, and 1 Council position – 2 year term. Filing dates are August 29<sup>th</sup> through September 12<sup>th</sup>.

Welcome given to Bruce Kubicek, candidate for Steele County Commissioner.

Break

Oakridge Bluffs 3<sup>rd</sup> Addition Developer's Agreement. Review of draft with Todd Kavitz.

Motion by Clemmensen, seconded by Sexton to enter into the Developer's Agreement for Oakridge Bluffs 3<sup>rd</sup> Addition. Carried.

The tiling for the sidewalk along CSAH 12 will be added to the Oakridge Bluffs 3<sup>rd</sup> Addition improvement project. Council mentioned that the vacant lot on CSAH 12 needs to have the weeds cut down.

The special assessment hearing for the Furniture Outlet Project was continued. Discussion of the terms of the agreement for the Furniture Outlet assessments.

Motion by Sexton, seconded by Clemmensen to direct the Attorney to draft the written agreement as stated here and send it to Mr. Dicke. Carried.

Medford Outlet Center assessments. A written objection to the assessments was received. Discussion of the transfer of the water system followed.

Motion by Clemmensen, seconded by Sexton to continue the assessment hearing to 8:15 p.m on August 28, 2000. Carried.

Bonding for improvment projects discussed.

Motion by Paulson, seconded by Karow to adopt a resolution to proceed with the competitive sale of bonds.  
Carried.

Bruce suggested that the easements be included in the terms of agreement for the Furniture Outlet Project.

Motion by Clemmensen, seconded by Sexton to adjourn at 9:45 p.m. Carried.

Budget Workshop  
August 9, 2000  
City Hall

Mayor Nelson called the workshop to order at 6:30 p.m. All members were present.

The purpose of this workshop is to review the budget for 2001 line by line.

Discussion of possible addition to the city employees and to which department.

Workshop closed at 9:35 p.m.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.



Regular Council Meeting  
 August 28, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending the meeting were John Curran, Craig O'Hearn, Bruce Bullert, John Hammer, Keith Maas, Mark Rahrlick, George Dow, and David Drown.

Motion by Clemmensen, seconded by Sexton to accept the agenda as presented. Carried.  
 Motion by Sexton, seconded by Paulson to accept the minutes as presented. Carried.

Zoning & Planning report.

Streets report. Installation of the final wear course for the streets will begin on September 5, 2000.

Liquor Store report. Air filtration system installed and working. Restroom improvements will be the next project. September 23 the muni is hosting a goofy softball tournament at Straight River Park.

Engineers report. Bruce gave an update of the status of city projects. A feasibility study for County Road 45 will be done early next year. The city council will consider a policy for a single trench for all underground utilities.

Motion by Clemmensen, seconded by Karow to adopt a resolution approving the plans and specifications and ordering the advertisement for bids for Oakridge Bluffs 3<sup>rd</sup> Addition, project 2000-02. Carried.

Motion by Karow, seconded by Sexton to adopt a resolution approving the plans and specifications and ordering the advertisement for bids for the Furniture Outlet Improvement, project 1999-02. Carried.

These projects will be bid with one contract.

Discussion of Bluff View Addition.

Attorney report. A summary of the assessment appeal trial was given. A request for a permit to place fill on Green Acres Trust property was received. The attorney has drafted a letter in response.

Continuation of the assessment hearing. Discussion with George Dow and John Hammer as to the proposed assessments for the Outlet Center properties. It is the consensus of the council to reduce the trunk fees by \$12,000, total assessment for Outlet Center approximately \$85,000.

Motion by Karow, seconded by Paulson to close the assessment hearing and table the assessment role action. Carried.

Furniture Outlet Agreement reviewed.

Motion by Karow, seconded by Sexton to enter into an agreement with Medford Furniture Outlet for the assessments for the extension of services and authorize the Mayor and Clerk to sign said agreement. Carried.

Liquor store restroom project discussed by the council. The old air conditioner will go to the KC Auction on September 17, 2000.

Water/Wastewater report. Motion by Karow, seconded by Clemmensen to hire a back up person (John Anhorn) for water and wastewater at \$15 per day for when both city employees are unavailable. Carried.

Break.

Bond for improvements. Motion by Sexton, seconded by Paulson to adopt a resolution awarding the sale of bonds to Bernardi Securities, Inc. Carried.

Motion by Paulson, seconded by Karow to adopt a supplemental resolution for the sale of the bonds to Bernardi. Carried.

Bond funds should be received by September 19, 2000.

A special meeting to discuss the budget will be held on Wednesday, September 6, at 6:30 p.m.

There is a meeting with MnDOT at Medford City Hall on August 29, at 2:00 p.m.

The fixed asset audit will be tabled until after the budget meeting.

Truth-in-Taxation hearings will be on Wednesday, December 6, 2000, at 7:00 p.m. with a continuation hearing on Wednesday, December 13, if needed.

Motion by Sexton, seconded by Paulson to adopt a resolution for building quality communities and designating Lois Nelson as the contact. Carried.

Motion by Clemmensen, seconded by Karow to exchange with Meadowvale Construction the use of the old water tanker during the Jones 3<sup>rd</sup> Addition project with some piping (approximate value \$705). Carried.

Karow and Clemmensen plan to attend the SWEC meeting at Cabela's.

Motion by Karow, seconded by Clemmensen to adjourn at 11:00 p.m. Carried.

Special Meeting & Budget Meeting  
September 6, 2000  
City Hall

Mayor Nelson called the meeting to order at 6:35 p.m. All members were present.

MnDOT meeting summary. At this time the cost to the city for this project is \$0. There is approximately \$50,000 in the project costs that will be used for aesthetics and lighting as the city would like.

Outlet Center proposed assessments. A meeting has been scheduled for Wednesday, September 13, at 4:00 p.m with Tom Rumpitz to discuss this.

Furniture Outlet. The agreement was sent directly to Bill Hinks and Jim Matthews for their signatures. It has not been returned as of yet.

Cambridge Realty would like to meet with the city to discuss the Barta property. Mayor Nelson sent a letter outlining the requirements needed for a meeting.

Discussion of how and when people file for office.

Budget reviewed.

Motion by Sexton, seconded by Karow to adjourn at 8:43 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 September 13, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were John Hammer, Tom Rumptz, George Dow, Craig O’Hearn, Chris VanderLugt, Mark Rahrlick, and Bruce Bullert.

Motion by Paulson, seconded by Sexton to accept the agenda as amended. Carried.  
 Motion by Clemmensen, seconded by Paulson to accept the minutes as presented. Carried.  
 Motion by Sexton, seconded by Clemmensen to pay the city bills as presented. Carried.  
 Motion by Karow, seconded by Paulson to pay the liquor store bills as presented. Carried.

Liquor Store report. The dance on Friday went very well. A summary of the expenses and revenue generated was shared. Horseshoe night at the muni went well also. Goofy softball will be on Saturday September 23. The liquor store budget was reviewed.

2001 Budget. Motion by Clemmensen, seconded by Sexton to adopt the preliminary budget of \$510,818, and increase of 9.4%; and a preliminary levy less HACA aid of:

General Fund	\$ 87,551
Fire Relief	6,975
84 Storm Sewer	24,151
84 Street	4,883
97 Refinanced	55,713
93 Sewer	31,475
94 Street	20,053
95 Street	13,950
Oakridge Bluffs	33,219
96 Water & Sewer	48,564
98 Street	18,135
2000 Street	27,900
EDA Levy	5,594
Total	\$378,163

Carried.

Park report. Crane Creek will be resurfacing the tennis courts next year at their expense. This is being done due to the condition of the courts now.  
 The condition of the trees in the park was discussed.

EDA report.

Persons who filed for the positions of Mayor and Council are as follows:

- Mayor           Lois M Nelson
- Dan Kaiser
- Council 4 year   Marie Sexton
- Marilyn Warner
- Danny Robert Thomas
- Brenda L DeMars
- Council 2 year   Pat Merritt
- Brian Paulson
- Michael J Corbin.

Paulson gave a progress report for the employee salary grid he is working on. Discussion of the performance evaluation forms to be used this year. The form used last year will be used again this year.

Review of the MnDoT landscaping project for the round-a-bout area.

The sesquicentennial committee has a meeting scheduled for Wednesday, September 27, at 7:30 p.m. at City Hall.

A joint meeting with the Medford School Board has been scheduled for Monday, September 18, from 6:30 – 7:30 p.m. in the school library. The purpose is for the school board to outline the facility planning done so far.

Information about the LMC Regional meeting was shared.

The MPCA wastewater plant permit has been received.

Attorney report. The Furniture Outlet agreement has been signed by both Hinks and Matthews.

Discussion with Tom Rumptz about the water system and the extension of services to currently unserved lots at the Outlet Center. A trial date of October 4 has been set for the courts to decide if the city's option to purchase the well and water system for \$1 elapsed upon annexation.

Motion by Sexton, seconded by Clemmensen to authorize the city attorney to draft an agreement with Horizon Group Properties that would transfer the well and water system to the City and defer the special assessments (approximately 96–97,000) for 5 years, the first 2 years interest free. If the undeveloped outlots are developed (building permit issued) within 5 years, ½ the trunk fee (approximately \$12,000) would be forgiven. And to authorize the mayor and clerk to sign the agreement. Carried.

Break.

Bid letting for the Furniture Outlet project may have to be moved from September 25 to October 3 at 6:30 p.m.

Motion by Clemmensen, seconded by Karow to approve the pay estimate to Meadowvale Construction for work done on the Jones 3<sup>rd</sup> Addition in the amount of \$151,797.65. Carried.

An update of the Jones 3<sup>rd</sup> Addition project was given. Street projects updates. The curb work on 5<sup>th</sup> Avenue SE should be done the end of this week or the beginning of next week.

The sidewalk along CSAH 12 going up the hill to Oakridge Bluffs has settled. This along with the spring will be addressed in the Oakridge Bluffs 3<sup>rd</sup> Addition project.

Motion by Clemmensen, seconded by Paulson to adjourn at 11:04 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
September 25, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were John Curran, Bob Anhorn, Brenda DeMars, Chris VanderLugt, Bruce Bullert, Keith Maas, Mark Rahrlick, Dorian Cornelius, Stephan Schmidtberger, Franz Karl, and Sven Bauer.

Motion by Sexton, seconded by Karow to accept the agenda with additions. Carried.  
Motion by Clemmensen, seconded by Paulson to accept the minutes as presented. Carried.

Planning & Zoning report. Motion by Karow, seconded by Clemmensen to grant a variance to Bob Anhorn – 6 feet onto the right of way for the placement of a pump canopy over the 24 hour pumps. Carried.

Welcome extended to the German visitors staying with Mayor Nelson.

Streets report. The project at 5<sup>th</sup> Avenue should be finished up shortly.  
Motion by Clemmensen, seconded by Karow to authorize Bergen Inc to repair Sunrise Drive between 3<sup>rd</sup> St NE and 1<sup>st</sup> St NE with asphalt rubber crack repair as quoted with payment to be made in January 2001. Carried.

The street lights along Sunrise Drive have been repaired. Other problems have been noted. Karow to contact Alliant about these.

Water/Wastewater report. The water meter has been installed at McDonalds. Maas will do unannounced spot checks of the system to be sure that it is being cleaned regularly.

Liquor Store report. The improvements for the liquor store are being tabled until the next meeting. The air conditioner sold at the KC auction and a check for \$270 has been received.

Sanborn will work with Attorney to rewrite the forms for the beer wine and dance applications for the KC Lodge.

Review of the latest draft for the well and water system purchase from the Outlet Center. The Regional Marketplace Ordinance needs to be reviewed regarding independent signage also.

Break.

Engineers Report. An itemized bill for the improvements to the I & M crossing at 5<sup>th</sup> Avenue NE has been received. Bruce will fax it to City Hall for payment at the next meeting. Progress reports were given for 5<sup>th</sup> Avenue SE work. The bid opening for the Furniture Outlet/Oakridge Bluffs 3<sup>rd</sup> will be on October 10, 2000.

The council summarized the joint meeting with the Medford School Board. The committee looking into the school building has recommended that the school board look to purchase land for the future site of a school.

The facility plan for wastewater treatment research into financing is going well. The plan should be submitted to MPCA in April of 2001.

Employee Performance Evaluation and Grid System. Last years form will be used for evaluations. Paulson is working on the grid system. Council recommends that there are 5 – 7 steps. All evaluations should be completed by the end of November.

The time records sheet will be filled out the first week in October and the last week of November.

A meeting for the sesquicentennial is scheduled for Wednesday, September 27, at 7:30 p.m. at City Hall.

LMC Regional meeting. Approval for attendance will be at the next meeting.

Minnesota Cities Week is October 9 – 14. There will be an open house at City Hall on October 14 from 9:00 – 11:00 am. All are welcome.

Sanborn will check into the registration for the TIF Seminar to see what requirements there are for registration and substitutions.

Motion by Sexton, seconded by Paulson to proceed with the insurance appraisal offered by the LMCIT at no cost to the city. Carried.

The Tuttle property has changed ownership. The city maintained the right of first refusal with the new owner.

Discussion of the political signs and the "Have computer, work at Home" signs placed on utility poles and in public right-of-way. Sanborn to check with Steele County Attorney for this.

Discussion of the spraying of city property.

Motion by Karow, seconded by Paulson to purchase a used sprayer for \$250 and to license Dorian to do the spraying. Carried.

Motion by Paulson, seconded by Sexton to adjourn at 9:35 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 October 10, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending the meeting were John Tjernagel, Greg Sanborn, Jodi Kvaas, Pat Merritt, Bruce Bullert, Dan Remington, Deputies Tod Schwanke and Dave Clark, and Mark Rahrlick.

Open forum. Sesquicentennial committee members John Tjernagel and Greg Sanborn are requesting that the Council add funds to the line item on the proposed budget for the 2003 Celebration. The committee is asking for the council to dedicate \$1,500 to the start up costs for the celebration.

Motion by Sexton, seconded by Karow to accept the agenda with additions. Carried.

Motion by Sexton, seconded by Clemmensen to accept the minutes as presented. Carried.

Motion by Clemmensen, seconded by Paulson to pay the liquor store bills as presented. Carried.

Motion by Paulson, seconded by Karow to pay the city bills excluding the Bergen Inc bill that is deferred until January 2001. Carried.

Park report. The county park board approved \$2,100 for the Medford park improvements in 2000.

Motion by Sexton, seconded by Karow to authorize the purchase of 3 street Christmas decorations at a cost not to exceed \$1,800. Carried.

Steele County Deputies Todd Schwanke and Dave Clark were in attendance. Issues around Medford discussed. The citation at the trailer court was mentioned. The city attorney has a call into the county attorney. A tour of the new patrol car was given by the deputies.

Attorney report. Outlet Center agreement has been signed by Tom Rumpitz. The Furniture Outlet agreement had a change due to an incorrect assumption.

Motion by Clemmensen, seconded by Sexton to approve the language changes to the Furniture Outlet agreement and authorize the attorney to forward the changes to Bill Hinks and Jim Matthews. Carried.

Discussion of possible changes to the Regional Market Place ordinance. These recommendations will be shared with the planning & zoning board.

Mark & Karen will work on a new draft for the beer and wine license application..

Discussion of the land dedication for the Jones 3<sup>rd</sup> Addition. Access to the parcel was discussed along with the stock pile of dirt. Mark will clarify the dirt issue with the Jones family.

Lee Assessment appeal. The parcel on the south side of 5<sup>th</sup> Ave NE was sold so that appeal is done, the assessment will go back on the assessment role. The other parcels are in the rescheduling loop.

Mark will be checking with the building inspector about John Regitschnig's siding project that has not been completed as of yet. The litigation Mr. Regitschnig brought with the lots owned by the city that are by the trailer court was continued for 1 year January 12, 2000.

Engineer's report. Bids were opened today for the Furniture Outlet and Oakridge 3<sup>rd</sup> projects. Apparent low bid was from SJ Louis Construction out of St. Cloud. There were 12 bids received.

Motion by Karow, seconded by Clemmensen to adopt a resolution awarding the bid to SJ Louis Construction and defer the alternative choice to city staff. Carried.

A pre construction meeting is planned for Monday, October 16.

Jones 3<sup>rd</sup> Addition. Discussion of restoration will be required for the vacant lot boulevards. Discussion of the storm water drainage situation in Jones 2<sup>nd</sup> Addition.

Assessment hearings for Jones 3<sup>rd</sup> and the 3<sup>rd</sup> Ave & 4<sup>th</sup> St SE projects will be held on November 14 starting at 6:30 p.m.

Progress reports of other projects given. Street signs are needed on Woodland Trail.

Discussion of the communication received from Perry Ryan (Barta Property). This will be discussed at the October 23<sup>rd</sup> meeting.

Resolutions outlining fees were distributed to the council. These will be discussed at the next regular meeting.

City Hall Open House is Saturday, October 14 from 9:00 – 11:00 a.m.

LMC Regional meeting will be discussed at the next regular meeting.

MnDoT landscaping and esthetics proposal will be to reiterate the outline of what has been discussed with them to this date.

Sesquicentennial committee request. A review of the earlier request. Council will think about this and make decision with final budget review in December.

Motion by Sexton, seconded by Karow to register both Karen & Brian for the Minnesota State Auditors sponsored seminar on TIF on November 9. Carried.

Paulson explained the preliminary pay grid. He now needs employee names, position, current wage, and pay equity information to continue.

The Project Impact monies have been received for the update of the outdoor warning system.

Budget was mentioned briefly.

Motion by Paulson, seconded by Clemmensen to adjourn at 10:55 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.



Regular Council Meeting  
 October 23, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending the meeting were Curtis Seavey, Alex Worthingtin, Katie Luebben, Jodi Kvaas, Chris VanderLugt, Pat Merritt, Brenda DeMars, Greg Sanborn, Keith Maas, and Bruce Bullert.

Welcome to the Owatonna and Medford students in attendance tonight.

Open forum: Jodi Kvaas, Owatonna People's Press, is looking for interesting people business trends or story ideas to be included in the Steele County Profile publication that will go out in March. Any ideas from here would be appreciated.

Pat Merritt asked about the liquor license application costs and what, if any charge would there be for Sunday Liquor Licenses. Liquor Licenses are \$2,500. Sunday sales licenses fees will not be set until after the election and the results of the vote are known.

Motion by Paulson, seconded by Karow to accept the agenda with additions. Carried.

Motion by Clemmensen, seconded by Paulson to accept the minutes as presented. Carried.

EDA Report.

Streets Report. The crack repair has been completed on Sunrise Drive. Alliant Energy's policy is to not change street light bulbs until blowouts occur, not necessarily when lights blink on and off. The tree trimming policy only covers tree limbs that interfere with power lines.

The LMC Regional meeting in Montgomery is on November 1<sup>st</sup>. Mayor Nelson is going. Any other council interested will need to let Karen know tomorrow morning so she can get them registered.

Review of the drafted letter to MnDoT about the aesthetics in the area of the round-a-bout.

Budget Review. The Medford Township reimbursement payment will be made in December.

Motion by Paulson, seconded by Clemmensen to use funds from the Capital Improvement Fund to pay for the repairs to the well casing in the amount of \$10,076.10. Carried.

Motion by Clemmensen, seconded by Karow to transfer 3<sup>rd</sup> Quarter Water Collections in the amount of \$27,808.30. Carried.

Discussion of the 150<sup>th</sup> Celebration Committees request for start up funds. The EDA budget has monies budgeted for marketing that have not been used. These funds could be used for the 150<sup>th</sup> Celebration Committee.

A request from the Boy Scouts to install an aluminum can collection site in the City of Medford. Karen will contact the Clevengers to invite them to the next regular meeting to discuss this request.

There is a presentation for affordable housing in Steele County at the Administration building on Tuesday, October 24<sup>th</sup>. Mayor Nelson and Council member Karow will attend.

Motion by Clemmensen, seconded by Sexton to adopt a resolution authorizing a tax rate increase for 2001 payable taxes. Carried.

Motion by Karow, seconded by Clemmensen to move the regular meeting from Monday, November 27<sup>th</sup> to Tuesday, November 28<sup>th</sup>. Carried.

Motion by Sexton, seconded by Paulson to canvass votes on November 8, 2000, at 7:00 p.m. Carried.

This year there will be some Medford School students who will be helping out during the election by being Election Judge Trainees.

Break.

Liquor Store report. A Halloween party at the Muni is scheduled for Saturday October 28 to compliment the 150 Club event at the KC Hall. The restroom renovation project will start the 2<sup>nd</sup> or 3<sup>rd</sup> week of November.

Water/Wastewater report. Metering of water use at the Furniture Outlet and the Outlet Center was discussed. Keith will order meters once he has inspected the sites to know what kind of meters are needed.

Engineers report. Bluff View Phase 2 and Oakridge Bluffs 2<sup>nd</sup> projects were reviewed. Signs need to be replaced along with mailboxes installed and some sodding to be completed before the projects are completely done. Motion by Clemmensen, seconded by Karow to approve the final pay request to Crane Creek Construction in the amount of \$34,779.18 for these projects but to hold the payment until the final work is completed. Carried.

Project 2000-1, 3<sup>rd</sup> Avenue & 4<sup>th</sup> Street SE. Motion by Paulson, seconded by Sexton to approve the final pay request to Crane Creek Construction in the amount of \$25,056.18 for this project. Carried.

Motion by Sexton, seconded by Clemmensen to adopt a resolution declaring the costs to be assessed and ordering the preparation of the proposed assessment role. Carried.

Motion by Paulson, seconded Karow to adopt a resolution calling for the hearing on the proposed assessment role for this project. Carried.

Projects 98-2 and 99-1, NE and NW areas. Motion by Karow, seconded by Clemmensen to approve the final payment to Crane Creek Construction in the amount of \$20,958.16 for this project. Carried.

Jones 3<sup>rd</sup> Addition. Motion by Clemmensen, seconded by Sexton to adopt a resolution declaring the costs to be assessed and ordering the preparation of the proposed assessment role. Carried.

Motion by Paulson, seconded by Karow to adopt a resolution calling for the hearing on the proposed assessment role for this project. Carried.

A progress report on the Furniture Outlet and Oakridge 3<sup>rd</sup> Addition projects was given. The contracts with SJ Louis Construction have been signed.

Motion by Sexton, seconded by Paulson to adopt a resolution establishing adjusted water and sewer fees. Carried. These fees are based on domestic size connection fees.

Motion by Karow, seconded by Clemmensen to adopt a resolution establishing a policy regarding street lights in subdivisions. Carried.

Motion by Sexton, seconded by Paulson to adopt a resolution establishing development fee for signs within a subdivision. Carried.

Review of the correspondence from Ryan Engineering regarding the Barta Property. Bruce called 10 days ago and has not received a return call yet. Mayor Nelson will acknowledge the letter and state that their concerns would be addressed in a developers agreement.

Be it noted that the water park at the Holiday Inn may be paying lifeguards higher wages than the City.

Motion by Clemmensen, seconded by Paulson to adjourn the meeting at 9:50 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Canvass Votes & Council Workshop  
November 13, 2000  
City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present.

The purpose of this meeting is to canvass the election results and for a Council Workshop to review employee pay grid and job descriptions.

The election results were:

Mayor:	Dan Kaiser	239
	Lois Nelson	234
City Council	Danny Robert Thomas	273
4 Year Term	Marie Sexton	239
	Brenda L. DeMars	231
	Marilyn Warner	108
	Write Ins	4
City Council	Brian Paulson	233
2 Year Term	Pat Merritt	210
	Michael Corbin	32
Sunday Liquor Sales Question		
	Yes	370
	No	93

Motion by Clemmensen, seconded by Sexton to accept the election results: Mayor – Dan Kaiser; City Council 4 Year – Danny Robert Thomas and Marie Sexton; City Council 2 Year – Brian Paulson; and a majority in favor of issuing up to 4 Sunday Liquor Licenses. Carried.

The Council would like to acknowledge the citizens of Medford for the overwhelming support of the Sunday Liquor Licensing in the election.

Review of the job descriptions and tasks done for all employees and review of the latest draft of the employee pay grid.

Motion by Karow, seconded by Clemmensen to adjourn at 9:23 p.m. Carried.

Public Hearings and Regular Council Meeting  
November 14, 2000  
City Hall

Mayor Nelson called the public hearing to order at 6:30 p.m. All members were present. Others attending were Danny Thomas, Greg Sanborn, Dan Kaiser, Dorothy Buecsler, Shelly Shaw, Bruce Bullert, Virginia Jones, Rick Jones, Tom Federaly, Jackie Berg, Brenda DeMars, Paul Vick, Jodi Kvaas, Craig O’Hearn, Mark Rahrlick, Stacy Thofson, and Cheryl Clevenger.

The public hearing for 4<sup>th</sup> Street SE and 3<sup>rd</sup> Avenue SE project. The project was explained by the engineer. The floor was opened for questions. Dorothy Buecsler expressed concerns about the dead end on the west end of 3<sup>rd</sup> Avenue SE and the signs to notify drivers of the dead end.

Motion by Sexton, seconded by Paulson to adopt a resolution to approve the assessment role as presented. Carried.

Motion by Sexton, seconded by Paulson to close the hearing at 6:50 p.m. Carried.

Mayor Nelson called the regular council meeting to order at 7:00 p.m. There was no open forum.

Motion by Sexton, seconded by Karow to accept the agenda with additions. Carried.

Motion by Clemmensen, seconded by Paulson to accept the minutes as presented. Carried.

Motion by Karow, seconded by Clemmensen to pay the city bills as presented. Carried.

Motion by Paulson, seconded by Sexton to pay the liquor store bills as presented. Carried.

There is no zoning and planning report tonight.

Park Report.

MnDoT Project. Mayor Nelson explained the slight changes to the round-a-bout project.

Motion by Clemmensen, seconded by Karow to adopt a resolution supporting the round-a-bout project as presented by MnDoT. Carried.

Mayor Nelson will work on the TIF legislation with the EDA as the new session approaches.

Copies of the latest draft of the Employee Grid system were given to the council to review.

A recap of the LMC Regional Meeting were given by Karow and Nelson.

Paulson gave a recap of the TIF Seminar he attended.

There has been no response to the letter dated October 30, 2000, sent to Ryan Engineering in response to the letter received from Perry.

United Way Campaign was mentioned. Support from City Staff and Elected officials is encouraged.

The 1997 – 2000 Market and Taxation information from the LMC was reviewed.

The Public Hearing for City Project 99-3, Jones 3<sup>rd</sup> Addition, was opened at 7:30 p.m. The project was explained by the city engineer. The assessment amounts were broken down and explained by Bruce. Assessments not paid off will be certified to the real estate taxes over a 15 year period at 6.5034% interest.

The floor was opened to questions. Rick Jones expressed his concerns about the engineering fees. The developers agreement sited engineering fees of 10.5% the actual expense was 16%. The assessments for this project were compared to the assessments for other residential development projects. The trunk fees were explained. There was discussion of the utilities lines in the front boulevard area and the amount of rocks exposed by the utility installation crews.

Rick Jones would like to meet with Bruce Bullert and John Hosfield to discuss the engineering fees.

Motion by Sexton, seconded by Karow to continue this hearing to November 28, 2000, at 7:00 p.m. Carried.

Cub Scout request for an aluminum can collection site was discussed. The cub scouts would be responsible for the upkeep and cleanliness of the area. It would be a chain link fence area to collect bags of cans. Ms. Clevenger will meet with Clemmensen to work on the site plan for this.

Break.

Attorney report.

- Outlet Center – Mark will send a letter to Tom Rumpitz requesting the hookup to be completed to the water system but not activated until the paperwork is completed.
- The County Attorney is working on the citation for the nuisance ordinance violation at the trailer court.
- A sample ordinance for signs will be shared at next months meeting.
- The reply to the complaint from the billboard sign request was filed with the court. This is on the court schedule at the end of November.
- A draft of a proposed Sunday Liquor License Ordinance was reviewed. Mark will make suggested changes and get it to the city for the next meeting.
- Wine and 3.2 Beer licenses ordinance needs to be updated. Mark will draft and ordinance for the council to consider.

- One lot owned by Dave & Sylvia Lee has been sold. This lot will be removed from the appeal of the special assessments submitted by the Lees.
- Mark will research the question concerning the replacement of mobile homes that are removed from the trailer park.
- S J Louis Construction has requested that the retainage be replaced with an escrow account. According to the state statutes the city shall accept this. S J Louis will submit a contract for the Council to review.

Medford Fire Department report.

Motion by Karow, seconded by Clemmensen to enter into the contracts for fire protection for Medford and Deerfield Township for 2001, 2002, and 2003 with the fees as stated in the contracts. Carried.

Rick Hager presented a request for per hour rate and occasion rate increases for the firemen. Discussion of this request and whether the budget could support this increase.

Motion by Karow, seconded by Clemmensen to accept the recommended changes as presented. The changes will be effective January 1, 2001. Carried.

Quotes will be obtained for a repeater for the fire channel and presented to the Council soon. There is a 6 month waiting period with FCC to get a license for the repeater.

Engineers report.

- Furniture Outlet Project update. The Furniture Outlet wants to maintain the well for the lawn sprinkler system. The assessments for this will be certified for payable 2001.  
There is a casing that is approximately 11 feet deep at the intersection of 12 & 23 that carries gas and phone lines under the interstate. This interferes with the placement of the sanitary sewer line.  
Motion by Paulson, seconded by Sexton to approve the sanitary sewer pipe elevation adjustment to accommodate the carrier casing at County Roads 12 & 23 intersection. Carried.
- Oakridge 3<sup>rd</sup> Addition. Todd will be bringing recommendations for the natural spring problem by the sidewalk along County Road 12 to the next meeting.
- Jones 3<sup>rd</sup> Addition. Meadowvale had to complete the site grading that was not done before they were ready to begin their work.  
Motion by Sexton, seconded by Karow to approve Change Order #1 in the amount of \$10,368.00 regarding the additional grading done by Meadowvale. Carried.  
Motion by Paulson, seconded by Clemmensen to approve pay estimate #2 in the amount of \$18,899.14 to Meadowvale Construction for work completed on the Jones 3<sup>rd</sup> Addition. Carried.  
Hosfield needs to provide on behalf of the Jones 3<sup>rd</sup> Addition a meets and bounds description of the land that will be deeded to the city.  
Reflectors will be placed at the end of Second Street SW to warn drivers of the dead end.

The council discussed the possible trunk fees that may be charged to the School should it annex land to build a new school. The amount would depend on whether the zoning would be residential with a conditional use permit or if it was zoned commercial/industrial.

Motion by Clemmensen, seconded by Paulson to adopt the Data Practices Resolution and appoint the City Clerk as the data practices compliance official. Carried.

A review of the correspondence from the City of Owatonna concerning the D M & E and I & M Rail lines was done. The only thing the city council could do at this time is to submit an opinion to the Environmental Impact Study. The attorney will review and give a recommendation at the December meeting.

Motion by Sexton, seconded by Karow to approve the payment to the Medford School for CAST support in the amount of \$2,000. Carried.

None of the council was available to attend the LMC Policy Adoption conference.  
The City of Medford will not join the National League of Cities at this time.

Discussion of the distribution of the pull tab lease monies. The budgeted amount for 2000 is \$1,600. The actual amount is \$2,500. Discussion of how much of the actual amount should be distributed to the employees. This issue

will be researched as to when the increase was approved and what was decided at that time. Then it will be brought back to the next council meeting, November 28<sup>th</sup>.

Discussion of enclosing the salt shed at the wastewater treatment plant with an overhead door on the west end. A 12' X 18' door is \$1,570 installed. The opener would cost \$600. The opening would need to be framed up so that a door could be installed.

Motion by Clemmensen, seconded by Karow to authorize up to \$3,000 (using the monies budgeted for wastewater chemicals that is unused) to enclose the west end of the salt shed. Carried.

The understanding is that the liquor store bathrooms need to be addressed first. Especially since the overhead door for the salt shed will take a month to get here once ordered.

Motion by Paulson, seconded by Sexton to adjourn at 11:25 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Public Hearing and Regular Council Meeting  
November 28, 2000  
City Hall

Mayor Lois Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were Danny Thomas, John Curran, Greg Sanborn, Dan Kaiser, DeWayne Halverson, Bruce Bullert, Craig O'Hearn, Rick Jones, Bob Jones, Keith Maas, Brenda McGivney, Dorian Cornelius, and Jeff Fehn.

Bruce Bullert and the Jones having not arrived yet the public hearing will be opened when they arrive.

Open forum: DeWayne Halverson expressed concern that house numbers are not displayed on many homes in Medford. The city will try to get the word out about the need for all home owners to have house numbers on their homes.

Public Hearing for Jones 3<sup>rd</sup> Addition Assessments. Discussion of the Developer's Agreement with the Rick & Bob Jones, Bruce Bullert, and the City Council about the engineering fees – 10.5% in agreement vs. 16% actual. It is the City's opinion that the developer was given verbal notice of the increase of engineering fees at regular city council meeting from March 14 through May 22, 2000. A meeting between the developer, their engineer (Hosfield), city engineer, city attorney, and council representatives will be scheduled for further discussion of this issue prior to the next regular meeting.

This hearing will be continued to December 12, 2000 at 7:00 p.m.

Motion by Karow, seconded by Sexton to accept the agenda with additions. Carried.

Motion by Sexton, seconded by Paulson to accept the minutes as corrected. Carried.

Zoning report. Motion by Sexton, seconded by Karow to set a city policy for all variance requests, property owners must have proof of property lines by a certificate of survey signed by a registered land surveyor. Carried.

Streets report. Signs are being reinstalled from the street work this year.

Water/Wastewater report.

- 2000 rates will be discussed at the next meeting.
- Meter size and hookup fees. A resident must request in writing for an oversize meter (over 3/4") and the fee would correspond with the schedule in the resolution.
- County Road 12 – Oakridge Bluffs spring. Quote received is for \$5,700. Developer does not want to pay more than \$2,500 to fix the problem. Bruce will request a quote from SJ Louis and bring back a solution to the next regular meeting.

Motion by Clemmensen, seconded by Sexton to authorize Dorian Cornelius to attend wastewater training, a 13 week course, at a cost of \$130. Carried.

Turkey Store expansion possibilities. Jeff Fehn explained that the Turkey Store is looking to build a central facility and is looking at different communities. Medford is one of the communities being looked at. If the City is interested in this type of facility, Jeff would take this information back to the committee for further discussion. Medford would support an expansion of this sort in the Medford area.

Liquor store report.

- Haley Plumbing hopefully will be available to start in the next week or two on the restroom improvement project.
- Discussion of the pull tab monies distribution for this year and in future years. If the council distributes the entire amount this year it will be with the understanding that this amount should not be assumed for subsequent years.

Motion by Clemmensen, seconded by Paulson to distribute \$2,500 as designated by the liquor store manager and that in early 2001, the new liquor store commissioner and the manager will set up the breakdown for the 2001 disbursement. Carried.

Break

Engineers report.

- Furniture Outlet – MPCA permit received on Friday. Ground materials will be purchased from the Barta land @ \$1.50/yard. This rate was offered to the Outlet Center, Furniture Outlet, and the Barta Property. A letter drafted by Mark Rahrlick, city attorney, will be sent to Jim Matthews and Bill Hinks regarding the water system. They would like to maintain their well system for lawn sprinkling purposes. The City would provide domestic use and fire protection. This would be possible as long as there are no cross overs of the water systems occur. This agreement must be put in writing for the private well use for lawn sprinkling.
- Oakridge Bluffs 3<sup>rd</sup> Addition will start soon and take about 2 ½ weeks
- Further discussion of the spring along County Road 12.

Employee Grid System. Review and explanations by the council of how this system would work. Final approval of this will be at the December 12, 2000 meeting. Brian Paulson is commended for the work he put into developing this grid system.

Benefits for employees reviewed. A request was made by the Clerk to be paid for attendance at all required meetings. All other employees requested this also. Danny Thomas stated that this should be investigated as to whether or not employers must pay hourly employees for attendance at required meetings. Mayor Nelson will check with Mark Rahrlick about this issue.

Budget Review.

United Way Campaign. There is a short fall of \$160,000 this year. Mayor Nelson encourages all employees and elected officials to consider a donation this year.

Liquor store budget reviewed.

Sunday Liquor License proposed ordinance will be on the next agenda.

Motion by Clemmensen, seconded by Paulson to authorize Sanborn to attend the regional MCFOA meeting on December 7, 2000, in Spring Valley. Carried.

Sexton reported that Beth Grote would be unavailable to manage the pool until mid June. Liz Reed will be acting manager until Beth gets here.

Concerns about snowmobiles running between the school property and Bluff View Addition has been expressed by the property owners there.

Mayor Nelson will be meeting with Gary Hanson, School Superintendent on Friday to discuss the school building project.

There is a sesquicentennial meeting scheduled for Wednesday, November 29, 2000, at City Hall.

The frame has been installed in the salt shed for the placement of the overhead door.

Motion by Clemmensen, seconded by Sexton to adjourn at 10:28 p.m. Carried.

Truth-In-Taxation Hearing &  
Special Council Meeting  
December 6, 2000  
City Hall

Mayor Nelson called the hearing to order at 7:00 p.m. All members were present. Others in attendance were Danny Thomas, Dan Kaiser, and Pat Merritt.

The purpose of this meeting is to give the public an opportunity to review the city budget and spending and to ask any questions or express concerns about the budget and spending for 2001.



Review of the budget by the council was done.

Liquor store inventory will be done by Craig, Liquor Store Manager, on Sunday, January 1, 2001. Kyle Meyers, Abdo, Eick, & Meyers, will meeting with Craig at 10:00 a.m. that day to verify the inventory.

Hearing closed at 7:42 p.m.

Special Council Meeting. The purpose of this special meeting is to update the council on the meeting Mayor Nelson, and Council Member Karow had with Jim Matthews and Bill Hinks on December 5<sup>th</sup>. An agreement was drafted as to the water service hookup to the Furniture Outlet. The draft was shared with the council. Action will be taken on this agreement at the December 12 meeting. Once Bill Hinks and Jim Matthews have signed the agreement the hookup for the sanitary sewer line will be completed.

Motion by Paulson, seconded by Karow to adjourn at 7:55 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting & Public Hearing  
 December 12, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Mayor Nelson requested the clerk to call Rick Jones to see if he was planning to attend the public hearing that is scheduled first on the agenda. The public hearing will be reconvened once Rick Jones has arrived. Others attending were Danny Thomas, Dan Kaiser, Jodi Kvaas, Greg Sanborn, Bruce Bullert, Craig O'Hearn, Keith Maas, Rick Jones, and Rick Hager.

Motion by Sexton, seconded by Paulson to accept the agenda as presented. Carried.

Motion by Clemmensen, seconded by Sexton to accept the minutes as presented. Carried.

Motion by Karow, seconded by Paulson to pay the city bills with the addition of the bill for mileage to Brian Paulson. Carried.

Motion by Paulson, seconded by Karow to pay the liquor store bills as presented. Carried.

Park report. No minutes received. Discussion of the ice rink.

Hosfield has been working on the description of the property the Jones development will deed to the city. The transfer of the deed will be done in 2001. The stock pile of black dirt and rock located on this property will be retained by the developer for use in the development.

EDA report. Steve Sviggum has called to support the TIF legislation for Medford. A letter from Senator Dick Day stated his support of this also.

Public Hearing for Jones 3<sup>rd</sup> Addition. Discussion with Rick Jones about the proposed assessment role.

Motion by Sexton, seconded by Paulson to adopt a resolution approving the assessment role for the Jones 3<sup>rd</sup> Addition as presented. Carried.

Hearing closed.

Attorney report.

- The agreement for the Outlet Center water system has not been signed by the Outlet Centers lender yet.
- The nuisance ordinance citation remains on the top of the County Attorney's pile.
- The Furniture Outlet has hooked up to the sanitary sewer lines now.
- The billboard complaint trial date is in February. This may consist of written submissions to the judge.
- No changes to the Regional Market Place ordinance will be done at this time.
- Review of the drafted Sunday liquor licensing ordinance.

Motion by Karow, seconded by Clemmensen to accept as the first reading of the proposed ordinance for Sunday Liquor Sales with the addition to Section 2 subdivision d – until at least 9:00 p.m. Carried.

- Separate ordinances will be required for 3.2 beer and wine licenses.
- Review of the drafted Water Rates Ordinance. The user fee of \$5 per quarter per user needs to be added to this draft.

Motion by Sexton, seconded by Paulson to accept as the first reading of the water rates ordinance as presented with the addition of the user fee of \$5 per quarter per user. Carried.

- The consensus of the Council is to have the attorney draft a resolution requesting an environmental impact study for the D M & E railroad for the council to consider at the next meeting.
- Sesquicentennial committee. The attorney recommends to the city that this committee should be organized separately from the City to reduce the liability to the City.

Engineers report.

Motion by Paulson, seconded by Sexton to transfer the trunk fees for the Jones 3<sup>rd</sup> Addition in the amount of \$9,942.58, to the water/wastewater improvement fund. Carried.

All the underground work has been completed for the Furniture Outlet project. The connection has been made for the sanitary sewer line to the Furniture Outlet. Oakridge Bluffs 3<sup>rd</sup> Addition project work has been postponed until next spring.

Motion by Karow, seconded by Clemmensen to authorize partial payment #1 to SJ Louis Construction Inc in the amount of \$327,701.55. Carried.

All the required paperwork has been completed for the final payment approved in October to Crane Creek Construction. Clerk can release the funds now.

A trench has been dug by the Oakridge Bluffs spring. The trench is on the south side of the sidewalk and is temporary. Once a connection can be made to the storm sewer on the north side of the sidewalk, the trench will be filled in.

Employee Grid System. Discussion of the insurance allowance amounts and pull tab lease money distribution. Other options for compensating liquor store employees for selling pull tabs will be investigated in 2001.

Rick Hager, Fire Chief, presented the signed fire protection contracts from Medford and Deerfield Townships along with the check from Deerfield for fire protection services in 2000.

Motion by Sexton , seconded by Paulson to accept the salary grid for 2001 and to set raises as follows: full time bartender 2.25%; water/wastewater superintendent 3.00%; street superintendent 3.75%; clerk/treasurer 3.00%; liquor store manager 5.25%; part time bartenders 2.25% senior employee, others 4.50%; part time maintenance 2.25% to 3.75%. Carried.

Further discussion of the insurance allowance. Sanborn to check with the auditor about reimbursing employees that have not used all of the insurance allowance.

A lengthy discussion about employees being compensated for attending required meetings as requested at the last meeting. A suggestion for all employees except the clerk to be required to attend only those meetings as agreed upon with the commissioner. Then those employees would be given a specific time on the agenda. The clerk could be paid time and ½ or comp time and ½ to be worked out with the mayor. Job descriptions would need to be modified and the compensation will need official action with a 2001 start date. Karow mentioned the use of vacation and sick day forms.

Motion by Paulson, seconded by Sexton to approve the distribution of the pull tab monies as recommended by the liquor store manager.

Motion by Sexton, seconded by Paulson to adopt the final levy as follows:

General Fund	87,551
Fire Relief	6,975
84 Storm Sewer Improvement	24,151
84 Street Improvement	4,883
97 Refinanced	55,713
93 Sewer Improvement	31,475
94 Street Improvement	20,053
95 Street Improvement	13,950
Oakridge Bluffs Improvement	33,219
96 Water & Sewer Improvement	48,564
98 Street Improvement	18,135
2000 Street Improvement	27,900
EDA Levy	5,594
Total	378,163

Carried.

Motion by Karow, seconded by Clemmensen to pay Medford Township for the annexed property (Jones 3<sup>rd</sup> Addition, Wencil Property, Furniture Outlet) in the amount of \$3,057.85. Carried.

Mayor Nelson summarized the information shared with Gary Hanson, Medford School Superintendent, for annexation procedures.

The next regular meeting will be on Wednesday, December 27, with a short agenda.

The LMC elected officials seminar information reviewed. There are seminars for newly elected as well as experienced elected officials.

Motion by Sexton, seconded by Karow to enter into the contract for 20001 with the Southeast Minnesota Development Corporation for Economic Development Services. Carried.

Motion by Paulson, seconded by Clemmensen to sign the audit confirmation letter with Abdo, Eick, & Meyer, CPA for the audit for the year ended December 31, 2000. Carried.

Motion by Sexton, seconded by Paulson to make the budgeted transfers as follows:

Economic Development Fund	3,000
Truck/Loader Fund	2,500
Capital Improvement Fund	4,000
Police Car Fund	2,000
Christmas Decorations Fund	250
Park Equipment Fund	5,000
Street Lights Improvements Fund	1,500
Contingency Fund	5,000
EDA Marketing to 150 <sup>th</sup> Fund	1,000

Carried.

Motion by Sexton, seconded by Paulson to pay Kevin Steinbauer \$500 for decorating the water tower. Carried.

Mayor Nelson and Sanborn will work on possible dates and place for the Holiday Party.

Oath of office for newly elected officials will be done at the December 27<sup>th</sup> meeting.

Greg Sanborn informed the council that the Fire Relief Association have designated \$1,000 for the sesquicentennial celebration.

Motion by Clemmensen, seconded by Paulson to adjourn at 11:05 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.

Regular Council Meeting  
 December 27, 2000  
 City Hall

Mayor Nelson called the meeting to order at 7:00 p.m. All members were present. Others attending were Greg Sanborn, Gene Luedtke, Danny Thomas, John Curran, Dan Kaiser, Pat Merritt, Keith & Lori Maas, and Craig O'Hearn.

Open Forum. Gene Luedtke stated that his mailbox post, located at 206 2<sup>nd</sup> St SE, was damaged by the snow plow on December 16<sup>th</sup>. He will submit a bill once the amount of damage is known.

Motion by Paulson, seconded by Sexton to accept the agenda with additions. Carried.

Motion by Clemmensen, seconded by Sexton to accept the minutes as presented. Carried.

Zoning Report. The council reviewed the draft of the high density zoning ordinance. A copy should be sent to the attorney for his review. The council also reviewed the application for requested action. Sanborn to make changes and get updated draft to zoning.

Streets Report. The council wants to acknowledge the efforts of the employees for snow removal so far this season. The stop sign on the north end of 4<sup>th</sup> Street SE will be installed next spring.

Water/Wastewater Report. Nothing at this time.

Liquor Store Report. An update of the restroom renovations project was given by Keith Maas.

Motion by Sexton, seconded by Karow to authorize the purchase of restroom partitions from Greene Door and up to an additional \$1000 for Haley Plumbing for additional fixtures. Carried.

Motion by Karow, seconded by Clemmensen to accept as presented the second reading of a proposed ordinance for Sunday Liquor Licensing. Carried.

Motion by Paulson, seconded by Sexton to adopt the Sunday Liquor Licensing ordinance. Carried.

Motion by Clemmensen, seconded by Paulson to accept as presented the second reading of a proposed ordinance for utilities rate increases. Carried.

Motion by Karow, seconded by Sexton to adopt the Utilities Rate ordinance. Carried.

Motion by Sexton, seconded by Paulson to adopt the resolution to request consideration of environmental impacts on City of Medford, Minnesota, of connection between DM&E Railroad and I&M Rail Link near Owatonna, Minnesota. Carried.

Motion by Paulson, seconded by Sexton to accept the letter to the Surface Transportation Board to go along with the resolution as presented. Carried.

Mayor Nelson summarized the discussion of the sesquicentennial committee organization and their decision to pursue the 501 (3) C designation. The City will maintain the savings account for this committee until their federal ID has been received.

Review of the salary grid system and the salary adjustments done at the last meeting. The clerks wages were redone and this change affected where the position fit on the grid.

Motion by Sexton, seconded by Karow to rescind the motion made at the December 12, 2000, meeting setting the percentage increases and approving the grid system. Carried.

Motion by Karow, seconded by Sexton to set the following increases for wages in 2001: full-time bartender 2.25%; wastewater/water superintendent 3.00%; street superintendent 3.75%; clerk/treasurer 3.75%; part time bartends – senior bartender 2.25% - others 4.5%. Carried.

Review of the insurance allowances for employees.

Motion by Sexton, seconded by Karow to set the insurance allowance at \$2400 per year for all employees, except the water/wastewater superintendent which will be left at the current level of \$2600 per year, with these amounts subject to annual review. Carried.

The request by the city employees for reimbursement for attendance at city council meetings during the last two years was discussed. The city council wants to discuss this with the attorney to understand options and how to handle this request. Mayor Elect Dan Kaiser will contact the city attorney and be ready to address this issue at the January 9, 2001 regular meeting.

Mayor Nelson shared some transitional information.

There will be no council members attending the Newly Elected or Experience Official seminar this year.

The Holiday Party will be Sunday, January 21. Site to be determined as of yet. Sanborn will check with Evergreen Knoll and Holiday Inn.

The request received from Dave & Sylvia Lee to place fill on the property along 5<sup>th</sup> Avenue NE will be addressed at the next meeting.

Mention that in the appointments, the firm or a specific attorney can be appointed as City Attorney.

Mayor Elect Dan Kaiser will attend the Recovery from Disaster seminar on January 3, 2001.

Motion by Karow, seconded by Paulson to pay the Well Head Committee for the meetings attended in the amount of \$225. Carried.

The Clerk issued the Oath of Office to the newly elected officials.

An acknowledgement and thank you to Lois Nelson and Don Clemmensen for the years of service and dedication given to the City of Medford.

Motion by Paulson, seconded by Sexton to adjourn at 9:08 p.m. Carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ clerk.