

Regular Council Meeting
February 26, 2018
7:00 p.m.
City Hall

Members Present were Nelson, Sexton, Merritt, Maas, and Dempsey.

Members Absent: None.

City staff and consultants in attendance were Andy Welti, Elizabeth Jackson, Mark Rahrlick, Rick Hager, and Joe Duncan.

Others attending were Lon Thiele, Annie Harman, and Chris Baldwin.

Mayor Nelson called the meeting to order at 7:00 p.m.

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations: None.

Agenda – Motion by Maas, seconded by Merritt to approve the agenda as presented. All members voted aye for approval. Motion carried.

Consent Agenda – Agenda items are approved by one motion unless a Council member requests separate action.

Approval of the January 29, 2019 regular meeting minutes.

Approval of the January and February city and liquor store bills.

Approval of the January check register numbers E3127-E3148, 14614-14645, and 46143-46224.

Healthy Seniors of Steele County Temporary Gambling Permit Application.

Resignation and Hiring of Public Works Worker.

Motion by Maas, seconded by Dempsey to approve the consent agenda as presented. All members voted aye for approval. Motion carried.

Mayor's Report – City Council had no questions concerning Mayor Nelson's report.

Planning & Zoning Board – did not meet.

EDA Board – did not meet.

Park Board – did not meet.

City Attorney – none.

City Engineer – none.

City Administrator -Administrator Welti presented a memo.

Administrator Welti stated Mayor Nelson and Administrator Welti had presented the Medford Municipal Building project to the Senate Capital Investment Committee on February 12, 2018 during the Committee's stop in Faribault.

Welti stated he had attended the second project management team meeting for the Co Rd 12 reconstruction project.

Welti stated CEDA staff member Donna Mack had been conducting business retention and expansion visits and is working on several economic development initiatives.

Welti stated he had attended the second state work group meeting on behalf of MAOSC for the purpose of reviewing MPCA permit fees.

Welti stated the Three Rivers potential development is on hold after the Medford School Board indicated it is not willing to divide the 16 acre parcel.

Welti stated the annual audit will be presented to Council in April.

Welti stated the public works time had been spent plowing snow, taking care of routine maintenance, and preparing for the water tower repair that was completed on Wednesday, February 14, 2018.

Welti stated the pool season hiring had begun.

Welti stated Medford's WWTP had received The Minnesota Pollution Control Agency's 2017 Wastewater Treatment Facility Operational Award.

Welti stated the Steele County Parks and Recreation Board awarded Medford a \$2,500 grant for a fence to be installed at the water tower green space.

City Clerk – none.

Public Works – none.

Fire Department –

Township Fire Protection Contracts – Chief Hager presented a memo

Chief Hager stated the current fire protection contract for Medford Township and Deerfield Township ends on December 31, 2018. Chief Hager had some options for Council to consider.

Option 1 – Either enter into another 3 year contract with both Medford Township and Deerfield Township with an increase of 8%, 10%, and 12% each year of the contract.

Options 2 – Enter into a 1 year contract with both Medford Township and Deerfield Township with an increase of 8%, 10%, or 12%.

Chief Hager and Administrator Welti recommended Council approve a 1 year contract with both Medford Township and Deerfield Township with a 10% increase.

Motion by Maas, seconded by Merritt to approve the recommendation by Chief Hager and Administrator Welti. All members voted aye for approval. Motion carried.

Resolution 2018-07 Approving Plans and Specifications and Ordering Advertisement for Bids –City Engineer Joe Duncan presented the plans and specs to Council and discussed how the comments and questions raised by residents

during the improvement hearing were being addressed in the 2018 project. Motion by Dempsey, seconded by Merritt to approve Resolution 2018-07. All members voted aye for approval. Motion carried.

Municipal Planning Services – Administrator Welti presented a memo.

Administrator Welti stated during the past year, the City received requests for variances and vacation of easements. Significant portions of the reviews were completed by the City Administrator, City Attorney, and City Engineer.

Welti stated upon review of past planning and zoning matters brought before the City, he believed the technical assistance of a municipal planner could have made the permitting and planning and zoning processes more efficient.

Administrator Welti made a recommendation to Council to authorize the City to utilize municipal planning services of Bolton & Menk on a limited, as needed basis. The fees would be paid out of the engineering fees line of the general fund.

Motion by Maas, seconded by Sexton to approve Administrator Welti’s recommendation. All members voted aye for approval. Motion carried.

Bond Update – Administrator Welti presented a memo. Administrator Welti provided Council with the Debt Service schedules for the City’s outstanding bonds. This was for informational purposes only. Council was not asked to take any action.

City Council regular meeting will be held on Monday, March 26, 2018 at 7:00 p.m.

LMC Legislative Conference will be held on Thursday, March 22, 2018

Board of Appeal and Equalization Meeting will be held on Wednesday, April 25, 2018 at 7:00 p.m.

Motion by Maas, seconded by Dempsey to adjourn the Regular City Council meeting at 8:13 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.