

Regular Council Meeting
August 22, 2022
7:00 p.m.
City Hall

Members present were Thomas, Langeslag, Merritt, Mueller, and Bartlett.

Members absent were: none.

City staff and consultants in attendance were Jed Petersen, Elizabeth Jackson, Mark Rahrick, and James Krogh.

Others attending were Corey Samora, Jason, Winter, Colton Kemp, John Anhorn, Marie Sexton, Daryl Kubicek and Terry Duncan.

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

Pledge of Allegiance.

Concerns/Request from the General Public and Organizations – Terry Duncan addressed Council stating he felt his property was now in code compliance. Duncan stated City Code is very vague as to what constitutes a public nuisance as far as “junk” in a yard. Corey Samora addressed Council stating he felt City Code was vague as well. Council stated Duncan’s property was no longer out of code compliance.

Agenda – Add Item B, Fine Schedule under City Administrator. Add Item B, ADB John Sands meeting under Mayor. Motion by Mueller, seconded by Langeslag to approve the agenda as amended. All members voted aye for approval. Motion carried.

Daryl Kubicek gave a brief presentation to Council on how the LED sign would look and operate. Council asked questions. No action was taken at this meeting.

Paul Bird – didn’t attend.

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

Approval of the July 25, 2022 special and regular council meeting minutes and the August 4, 2022 special council meeting minutes.

Approval of the July and August city and liquor store bills.

Approval of the July check register numbers E4478-E4517, 16687-16728, and 50222-50267.

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

EDA Commissioner Report – Council member Bartlett stated the EDA Board had approved paying for the LED sign in full.

Park/Pool Commissioner Report – Council member Mueller stated the pool was closed for the season. Thacker Pools had been hired to winterize the pool. Mueller also stated the Medford FFA was looking for service hours if the City of Medford was interested.

Water/Wastewater Commissioner Report – Council member Langeslag had nothing new to report.

Liquor Store Commissioner Report – Council member Bartlett had nothing new to report.

Streets Commissioner Report – Council member Merritt asked about the repairs needed by Matt Mullenbach’s property after the water main break that occurred. Administrator Petersen stated the repair would be done when the valve replacements were being completed.

City Attorney – Council asked Attorney Rahrick to look at the state building code as far as pool ordinances are concerned.

City Engineer – the “no u turns” sign that Council requested for the end of Main street by the Post Office was denied by the Steele County engineers.

Mayor –

On Call Weekends – Mayor Thomas stated that only the Public Works Worker that is on call each weekend should be called with questions regarding the City, he requested that Council and residents not call Administrator Petersen on the weekends.

ADB/John Sands meeting – Mayor Thomas stated the grass and dirt and cement along Main Street would be repaired.

City Administrator –

Public Works/General Update – Petersen presented a memo to Council regarding the past month’s activities with public works.

Fine Schedule – Petersen stated he would be bringing a new ordinance to Council for consideration concerning a progressive fine schedule.

City Clerk –

City Financial Report – Clerk Jackson presented a memo. Jackson stated the journal entries would be made during the audit to adjust for the use of the American Rescue Plan Funds.

Approval of 2023 Preliminary Budget – motion by Mueller, seconded by Bartlett to approve the 2023 Preliminary Budget. All members voted aye for approval. Motion carried.

Resolution 2022-12 Resolution Adopting 2023 Preliminary Tax Levy – motion by Bartlett, seconded by Mueller to approve Resolution 2022-12. All members voted aye for approval. Motion carried.

PTO Carryover/EIB – Clerk Jackson presented a memo outlining the current City Handbook regarding PTO balances. Currently the City transfers all PTO balances in excess of 40 hours into EIB (extended illness bank) at the end of every calendar year. Unless an employee is absent for more than 4

days, any hours in EIB cannot be used and will be forfeited at the end of employment with the City of Medford.

Clerk Jackson recommended Council consider allowing employees to carryover 80 hours of PTO and discontinuing EIB. Council consensus was to discuss this at a later date.

Regular City Council Meeting – Monday, September 26, 2022, 7:00 p.m.

Motion by Mueller, seconded by Bartlett to adjourn the regular council meeting at 8:27 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.