

Regular City Council Meeting
October 23, 2017
7:00 p.m.
Medford School

Members present were: Nelson, Sexton, Merritt, and Maas.

Members absent were: Dempsey.

City staff and consultants in attendance were: Andy Welti, Elizabeth Jackson, Scott Prestegard, and Mark Rahrlick.

Others attending were: Lon Thiele, Annie Harman, Todd Borwege, Koreen Borwege, Ron Zeigler, Judy Wiersma, and Rich Quiring.

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. Add Fiscal Agent for CGI Process as item C under new business. Move item A: approval of law enforcement protection contract between the City of Medford and Steele County, after approval of agenda. Move Old Business, item A, Ron Zeigler – CEDA, to after approval of law enforcement contract.

Motion by Sexton, seconded by Merritt to approve agenda as amended. Aye: Nelson, Sexton, Merritt, Maas. Absent: Dempsey. Motion carried.

Approval of law enforcement protection contract between the City of Medford and Steele County – Sheriff Thiele was in attendance and addressed Council. Motion by Merritt, seconded by Maas to approve the law enforcement contract that will renew annually with an inflation factor built in to the contract. Aye: Nelson, Sexton, Merritt, Maas. Absent: Dempsey.

Ron Zeigler – CEDA – Zeigler gave a brief overview of CEDA's grant writing and community and economic development services. Zeigler stated they currently had 19 team members and the newest contract was with the City of Jackson. Zeigler stated CEDA would provide semi-monthly reports to the City of Medford on the work CEDA would do for Medford. CEDA would also provide reports at the City of Medford EDA meetings if the City of Medford chose to enter into a contract with CEDA.

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

Approval of the September 25, 2017 special and regular meeting minutes.

Approval of the September and October city and liquor store bills.

Approval of the September check register numbers E3041-E3059, 14442-14480, and 45820-45890.

Resolution 2017-40 Accepting Donation from Ramy Turf Products (\$200.00) for the Medford Veteran's Committee.

Motion by Sexton, seconded by Maas to approve the consent agenda as presented. Aye: Nelson, Sexton, Merritt, Maas. Absent: Dempsey.

Mayor's Report –

The Council set the special meeting for the employee evaluation of Administrator Welti for Monday, November 27, 2017 at 6:00 p.m.

Planning & Zoning Board – Chairman Quiring presented the minutes from the Planning & Zoning Board special meeting held on October 16, 2017.

The Planning & Zoning Board made a recommendation to City Council to approve the Todd and Koreen Borwege request for a variance for a fence to be built at a height of 6 feet; 52 feet setback from Woodland Trail and 25 feet setback from 6th St SE as measured from the street, and 4 feet setback measured from the north and west property lines, to be built upon the property located at 535 Woodland Trail. Motion by Merritt, seconded by Maas to approve the recommendation of the Planning & Zoning Board. Aye: Nelson, Sexton, Merritt, Maas. Absent: Dempsey.

The Planning & Zoning Board made a recommendation to City Council to approve Resolution 2017-39 A Resolution Vacating Utility Easements located at block 3, lots 1, 2, and 3, Scenic Heights Addition. Motion by Sexton, seconded by Maas to approve Resolution 2017-39 A Resolution Vacating Utility Easements. Aye: Nelson, Sexton, Merritt, Maas. Absent: Dempsey.

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 M&W Blacktopping LLC completed the pavement patching.

Administrator Welti, Mayor Nelson, Keith Maas, and Seth Petersen met with staff from the Cities of Owatonna and Faribault to discuss whether the cities would consider the City of Medford connecting to one of the wastewater treatment systems. Both cities will present the information and topic to committees and councils within the next month and provide Medford with an update.

Administrator Welti stated Three Rivers Community Action is continuing to work on the development concept for a potential project in the City of Medford.

Administrator Welti stated the 2017 legislature passed legislation allowing small cell wireless utilities to be installed in cities' right of way throughout the state. The Planning & Zoning Board will consider and discuss the League of Minnesota Cities model ROW ordinance at the November meeting. Upon Planning & Zoning making a recommendation to Council, the ordinance will be presented to Council for consideration.

Administrator Welti stated the Work Comp premium through the League of Minnesota Cities was renewed with a premium increase of \$1,251 to \$20,479. Property casualty liability insurance through the League of Minnesota Cities was renewed with a premium increase of \$1,326 to \$26,842.

City Clerk Jackson presented the 2017 End of Year Pool Memo.

Jackson stated 2017 membership and swimming lesson revenue slightly increased over 2016.

Administrator Welti stated that the City received very few to no negative comments about the pool for the season. It was operated and managed well in 2017.

The City of Medford will request \$8,700 from the Medford Fire Relief Association to offset the cost of pool operations and maintenance.

Public Works – Scott Prestegard presented a memo.

Prestegard stated the mixer, all pumps, VFD's, etc. are installed and operating properly.

Prestegard stated the concrete slab had been poured at Central Park.

Prestegard stated the water service line on 3rd Ave SE would be repaired on October 24, 2017.

Prestegard stated the Public Works staff had started winterizing the pool and park bathroom.

Fire Department – John Anhorn stated the new fire truck was in service.

Fiscal Agent for CGI Process – Motion by Sexton, seconded by Merritt to appoint CEDA as the fiscal agent for the CGI process. Aye: Nelson, Sexton, Merritt, Maas. Absent: Dempsey.

Special City Council Meeting – Monday, November 27, 2017, 6:00 p.m.

Regular City Council Meeting – Monday, November 27, 2017, 7:00 p.m.

Truth in Taxation and Regular City Council Meeting – Monday, December 18, 2017, 7:00 p.m.

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

Minutes approved at _____ meeting.

Submitted by _____ clerk.

Signed by _____ Mayor.