

# City of Medford Regular Meeting Agenda\*

May 23, 2022, 7:00 PM  
Fire Hall



- I. Call to Order
- II. Pledge of Allegiance
- III. Concerns/Requests from the General Public and Organizations
- IV. Approval of Agenda
- V. Approval of Consent Agenda *(All items listed are considered routine or non-controversial by the Council and will be approved by one motion. There will be no separate motion on these items unless a council member, city staff, or citizen so requests, in which case the item will be removed from the consent agenda and be considered in its normal sequence of the agenda. All items approved by majority vote unless noted.)*
  - A. Approval of Minutes
  - B. Approval of City and Liquor Store Bills
  - C. Approval of Check Register
  - D. Approval of LMCIT Liability Coverage – Waiver Form
- VI. Council Committees/Reports
  - A. Planning & Zoning Report
    - i. Approval of Ordinance 2022-02 An Ordinance Amending Sections of the Medford Zoning Code Governing Corner Lots
  - B. EDA Commissioner Report – didn't meet
  - C. Park & Pool Commissioner Report
  - D. Water & Wastewater Commissioner Report
  - E. Municipal Liquor Store Commissioner Report
  - F. Streets Commissioner Report
  - G. Capital Advisory Board Report – did not meet
- VII. Department Reports
  - A. City Attorney
  - B. Administration Department
    - i. Mayor
      - a. Letter to Residents
    - i. City Administrator
      - a. Public Works/General Update
    - ii. City Clerk
      - a. Approval of Ordinance 2022-01 Amending Section 2.65 of the Master Fee Schedule
      - b. Resolution 2022-08 Publication by Title & Summary the Ordinance Amending the Master Fee Schedule
      - c. City Financial Report
  - C. Fire Department
- XIII. Next Meeting Dates
  - A. Regular City Council Meeting – Monday, June 27, 2022, 7:00 p.m.
- XIV. Adjournment

City Council Board of Appeal and Equalization  
April 25, 2022  
6:00 p.m.  
City Hall

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

Members absent were: none.

City staff and consultants in attendance were Jed Petersen and Elizabeth Jackson.

Others attending were Brian Anderson, William Effertz, Marie Sexton, Jeff Woods, Vern Owens, Cathi Gasner, Sylvia Lee, August and Shirley Zahn, and Mark Heaser.

Mayor Thomas called the meeting to order at 6:00 p.m.

The purpose of the Board of Appeal and Equalization is to allow property owners the opportunity to review their market value for tax purposes as set by the Steele County Assessor's office.

Brian Anderson presented the highlights of the 2021 assessment report. The total estimated market value of the City of Medford increased by 14.1%. There were 27 home sales in Medford in 2021.

The Assessor's office had two properties with concerns about possible reductions in value.

Motion by Merritt, seconded by Mueller to open the meeting for public comment at 6:09 p.m. All members voted aye for approval. Motion carried.

Public Comments – Sylvia Lee stated she is a non-resident, State Citizen and her properties are tax exempt and she requested classification changes for her properties.

August Zahn, Vern Owens, Bill Heyer, Eric Dunham and Sylvia Lee will have their concerns addressed at the Steele County public hearing on June 14, 2022.

Motion by Langeslag, seconded by Merritt to close the meeting for public comments at 6:13 p.m. All members voted aye for approval. Motion carried.

Council did not recommend any changes to the Steele County Assessor.

Motion by Langeslag, seconded by Bartlett to forward the 5 property owners' concerns on to Steele County. All members voted aye for approval. Motion carried.

Motion by Langeslag, seconded by Mueller to adjourn the Board of Appeal and Equalization meeting at 6:15 pm. All members voted aye for approval. Motion carried.

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

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

Signed by \_\_\_\_\_ Mayor.

Regular City Council Meeting  
April 25, 2022  
7:00 p.m.  
City Hall

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

Members absent were: none.

City staff and consultants in attendance were Jed Petersen, Elizabeth Jackson, Mark Rahrlick, and Brandon Theobald.

Others attending were Marie Sexton, John Anhorn, Cathi Gasner, Mark Heaser, Mark Ristau, Whitney Bartsch, Pete Roberts, and Kandi Roberts.

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

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations – Whitney Bartsch at 219 S Main St had concerns regarding installing a chain link fence in her front yard that is a corner lot.

Pete and Kandi Roberts have concerns about a drainage issue on Main Street.

Motion by Langeslag, seconded by Bartlett to have Planning and Zoning look at a revised ordinance from Attorney Rahrlick making the front yard being the side with the driveway and allowing chain link fences. All members voted aye for approval. Motion carried.

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

Digital Sign – School Superintendent Ristau requested a formal proposal explaining who would manage the digital sign, the cost per ad/contribution so he could bring to the School Board for discussion.

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

Approval of the March 28, 2022 special and regular council meeting minutes.

Approval of the March and April city and liquor store bills.

Approval of the March check register numbers E4369-E4376, 16543-16572, and 49893-49973.

Approval of the Civic Club Parade Permit Request

Approval of the Medford Fire Relief Association Temporary Liquor License Application Request.

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

Planning & Zoning – did not meet.

EDA Board/Commissioner Report – Cathi Gasner stated the EDA board had decided to put money toward the digital sign instead of a billboard.

Park/Pool Commissioner Report – Council member Mueller stated the Medford Pool would be opening the first week of June. Mueller requested Council authorization to purchase flowers for the Straight River Park planters. Council consensus was for Mueller to purchase and plant flowers.

Water/Wastewater Commissioner Report –

Water/Sewer Rates – Council member Langeslag presented a memo outlining water and sewer rates for neighboring communities. Motion by Thomas, seconded by Langeslag to raise the flat sewer rate to \$14.00 and raise the sewer rate to \$8.00/1000 gallons.

WWTP Discussion – none.

Senator Meeting – City staff met with Senator Jasinski concerning the City's issues with the wastewater plant.

Municipal Liquor Store Commissioner Report – none.

Streets Commissioner Report – none.

Capital Advisory Board – did not meet.

City Attorney – none.

City Engineer – Engineer Theobald gave Council a brief update. Council consensus is for Engineer Theobald to continue to go forward with a possible WWTP connection with Owatonna or Faribault.

Mayor –

Roundabouts – Administrator Petersen met with MNDOT. The City of Medford will be responsible for maintenance on the roundabouts. The City will be putting down wood chips and weeding the roundabouts.

Flags/Christmas Lights – Public works is making a template to take to Jeno Welding to be able to install flags/Christmas lights on the light poles.

Public Works Part Time Position – Motion by Thomas, seconded by Merritt to post and hire a part time public works worker at \$15.00/hour. Thomas aye, Merritt aye, Langeslag aye, Mueller aye, Bartlett nay. Motion carried.

U Turn by Post Office Discussion – Steele County engineer and the Sheriff's Department are aware of the issue and are monitoring the area.

Administrative Director of Operations –

Public Works/General Update – Administrator Petersen presented a memo updating Council on the City activities for the month.

Park Bathroom Update – Administrator Petersen presented the quote he received from MetCon. Motion by Thomas, seconded by Mueller to authorize paint, remodel, new kick plates, LED fixtures not to exceed \$5,000. All members voted aye for approval. Motion carried.

Pool Landscaping Quotes – Administrator Petersen presented the quotes received from Ty Svenby for a retaining wall and landscaping at the pool. Council consensus was to do nothing at this time.

City Clerk –

2022 Pool Employees – Clerk Jackson presented a memo. Jackson recommended Council approve the hiring of the following 2022 pool staff:

Pool Manager & WSI	Morgan Langeslag	\$15.00/hour
Assistant Pool Manager	Tate Hermes	\$13.00/hour
Returning Lifeguard/WSI	Clara Kniefel	\$12.50/hour
Returning Lifeguard/WSI	Peyton Ristau	\$12.50/hour
Returning Lifeguard/WSI	Grace Keller	\$12.50/hour
New Lifeguard	Aiden Ahrens	\$11.00/hour
New Lifeguard	Emma McAdams	\$11.00/hour
New Lifeguard	Meghan Amberg	\$11.00/hour

Motion by Merritt, seconded by Bartlett to approve the recommended employees and wages for the 2022 pool season. Thomas aye, Merritt aye, Mueller aye, Bartlett aye, Langeslag abstained. Motion carried.

R.A.W. Pay Request #5 - motion by Mueller, seconded by Bartlett to approve pay request #5. All members voted aye for approval. Motion carried.

City Financial Report – Clerk Jackson presented a memo.

Fire Department – none.

Motion by Mueller, seconded by Langeslag to adjourn the regular council meeting at 9:34 p.m. All members voted aye for approval. Motion carried.

Regular City Council Meeting – Monday, May 23, 2022, 7:00 p.m.

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

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

Signed by \_\_\_\_\_ Mayor.

CITY OF MEDFORD BILLS FOR APRIL 2022

		<u>Paid</u>	<u>Unpaid</u>
Aflac			
Advanced First Aid	AED pads	\$247.00	
American Red Cross	pool	\$300.00	
Andrew Fischer	contract operator	\$1,100.00	
Anhorn's Gas & Tire	public works	\$1,014.91	
Anhorn's Gas & Tire	fire department		
B & B Pumping & Portables, Inc	handicap bathroom	\$160.00	
Bolton & Menk	Engineering Fees	\$1,405.00	
Centerpoint		\$1,298.03	
Culligan		\$74.38	
Delta Dental	dental insurance	\$431.45	
Fleet Farm	public works	\$102.90	
Fire Safety USA	fire dept	\$539.70	
Gopher One	locates		
Hach	testing supplies	\$319.98	
Hawkins	ferric chloride		
Hillyard	public works	\$357.42	
IFACS	fire dept	\$61.67	
Jaguar Communications	phone/internet	\$697.70	
John Anhorn	fire dept	\$756.82	
Kibble	new lawn mower	\$11,550.00	
MARC	chemicals	\$320.63	
Lowes	public works	\$50.99	
Magney Constructions	fine screen pay app	\$2,483.80	
MN PPEIP	health insurance	\$5,871.26	
Medford Township	jetter truck storage	\$300.00	
MN Dept of Revenue	city hall copies	\$6.00	
MN Pollution Control	annual fees	\$1,450.00	
Minnesota Dept of Human Services	janitorial services	\$110.00	
Mueller	meters, radios, etc		
Medford Sand Gravel	recycled concrete	\$248.36	
Municipal Emergency Svcs	fire dept	\$510.00	
Northland Farm Systems	public works	\$23.50	
Owatonna Fire & Safety	fire dept	\$116.00	
Quality Flow	wwtp	\$4,871.00	
Smith, Tollefson, Rahrck & Cass	1st quarter attorney fees	\$1,386.40	
R & K	wwtp	\$180.00	
Riverland Community College	fire dept	\$165.00	
Steele County Auditor	1st quarter law enforcement fees	\$21,159.00	
Rent & Save	public works	\$57.13	
Steele County	LOGIS		
Steele Waseca		\$5,455.03	
Synchrony Bank	public works		
Stewart Sanitation	city hall garbage	\$209.29	
Team Lab	antifoam		
Tri M Graphics	business cards		
US Bank	city hall copies	\$135.89	
Utility Consultants	ww testing		
Verizon	cell phones		
WHKS	Engineering Fees	\$5,680.00	
Weinberger Well	wwtp	\$966.00	
Wigham Trucking	street sweeping	\$2,400.00	
	Total	\$74,572.24	\$0.00

Approved by City Council on Monday, May 23, 2022

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

LIQUOR STORE BILLS FOR APRIL 2022

<u>MISCELLANEOUS</u>	<u>Paid</u>	<u>Unpaid</u>
Artisan Beer		
Breakthru Beverage	\$2,251.03	
C & S Vending	\$34.68	
Centerpoint	\$447.24	
Culligan	\$36.19	
Electro Watchman, Inc	\$261.97	
City Laundering	\$221.55	
Four Seasons		
Huber Supply	\$28.70	
Minnesota Dept of Revenue	\$3,672.00	
Minnesota Dept of Human Services	\$836.00	
Owatonna Fire	\$53.50	
Star Music	\$195.00	
Steele County	\$200.00	
Steele Waseca	\$469.09	
Townsquare Media	\$225.00	
Waste Management	\$270.31	
Total	\$9,202.26	\$0.00
<u>FOOD</u>		
Kline Distributing		
Heggies Pizza	\$479.30	
Hermel	\$792.17	
Pepsi		
Total	\$1,271.47	\$0.00
College City Beverage	\$7,257.90	
Northern Beverage	\$1,283.20	
Locher Bros.	\$688.40	
Total	\$9,229.50	\$0.00
TOTAL	\$19,703.23	\$0.00

Approved by City Council on Monday, May 23, 2022

\_\_\_\_\_  
Elizabeth Jackson, City Clerk

\_\_\_\_\_  
Danny Thomas, Mayor

CITY OF MEDFORD BILLS FOR MAY 2022

		<u>Paid</u>	<u>Unpaid</u>
Aflac		\$415.13	
Advanced First Aid	pool AED		
Andrew Fischer	contract operator	\$1,100.00	
Anhorn's Gas & Tire	public works		\$ 865.26
Amazon	office supplies	\$92.98	
B & B Pumping & Portables, Inc	handicap portable toilet		\$ 320.00
Carrot Top	vets memorial flags	\$171.15	
Centerpoint		\$279.96	
Batteries & Bulbs	public works	\$121.83	
Culligan			\$ 93.13
Faribo Fleet	public works	\$1,194.94	
Fastenal	public works	\$43.94	
Gopher State One	locates	\$32.40	
Further	admin fees	\$9.00	
Hawkins	chemical	\$1,762.62	
Jaguar Communications	phone/internet		
Innovative	office supplies	\$68.00	\$ 25.84
Lowe's	public works	\$50.99	
MN Peip	health insurance	\$1,559.84	
Jerrie Wencil	flowers		\$ 49.69
Medford Township	jetter storage	\$300.00	
Medford Sand	public works	\$25.00	
MCFOA	membership dues		
Minnesota Dept of Revenue	Sales Tax		
Minnesota Dept of Human Serv	janitorial		\$ 44.00
Minnesota Dept of Health	connection fees		
MN Pollution Control	Jed	\$303.95	
MN Pump Works	mixer		\$ 290.00
Dept of Public Safety	HAZMAT fees	\$202.50	
Milbank Winwater	water meter	\$12,119.40	
Mueller	meters		
Northland Farm Systems	public works	\$1,026.25	
Owatonna Peoples Press	publications	\$1,028.70	
Owatonna Heating	wastewater plant		
Postmater	postage	\$850.00	
Plunketts	pest control	\$343.18	
Steele Waseca			
Steele County Landfill	public works		
Stewart Sanitation	city garbage disposal	\$136.28	
Synchrony Bank	public works	\$530.93	
Sunburst Memorials	vets memorial	\$2,520.00	
UPS	samples	\$25.83	
US Bank	city hall copy machine	\$135.89	
Utility Consultants	testing	\$733.73	
Verizon Wireless	cell phones	\$46.21	
Walmart	office supplies	\$30.71	
	Total	\$27,261.34	\$1,687.92

Approved by City Council on Monday, May 23, 2022

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor



LIQUOR STORE BILLS FOR MAY 2022

<u>MISCELLANEOUS</u>	<u>Paid</u>	<u>Unpaid</u>
Breakthru Beverage	\$2,998.67	\$ 908.78
Centerpoint		
C & S Vending	\$34.68	
City Laundering Co	\$221.87	\$ 221.55
Culligan		\$ 131.29
Huber	\$27.77	
MN Deot of Human Services		\$ 462.00
Minnesota Dept of Revenue		
Peoples Press	200.15	
Performance Draft Beer		
Plunketts		
Steele Waseca		
Waste Management	\$269.89	
Total	<u>\$3,753.03</u>	<u>\$1,723.62</u>
<u>FOOD</u>		
Kline Distributing		\$357.60
Heggies Pizza	\$346.80	\$ 772.85
Hermel Wholesale	\$643.29	\$ 332.85
Pepsi		
Total	<u>\$990.09</u>	<u>\$1,463.30</u>
<u>BEER</u>		
College City Beverage	\$5,834.55	\$ 2,070.25
Northern Beverage	\$1,270.80	\$ 1,444.60
Locher Bros Inc	\$712.30	\$ 605.05
Total	<u>\$7,817.65</u>	<u>\$4,119.90</u>
TOTAL	\$12,560.77	\$7,306.82

Approved by City Council on Monday, May 23, 2022

\_\_\_\_\_  
Elizabeth Jackson, City Clerk

\_\_\_\_\_  
Danny Thomas, Mayor

## Checks for Month

10100 Cash

Since APRIL 2022

Begin Balance \$446,137.62

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
049975	CASH	4/1/2022	\$5,000.00	4-1-22atm	atm	\$441,137.62
049976	AFLAC	4/6/2022	\$415.13	4-6-22Bills	Aflac	\$440,722.49
049977	ANDREW FISCHER	4/6/2022	\$1,100.00	4-6-22Bills	contract operator	\$439,622.49
049978	ANHORNS GAS & TIRE	4/6/2022	\$103.33	4-6-22Bills	fire dept	\$439,519.16
049979	B & B PUMPING & PORTABL	4/6/2022	\$160.00	4-6-22Bills	handicap toilet	\$439,359.16
049980	BANYON DATA SYSTEMS	4/6/2022	\$2,295.00	4-6-22Bills	sentryx interface	\$437,064.16
049981	BLOCK PLUMBING & HEATIN	4/6/2022	\$577.00	4-6-22Bills	Water Plant	\$436,487.16
049982	BREAKTHRU BEVERAGE MN	4/6/2022	\$465.69	4-6-22Bills	liquor for re sale	\$436,021.47
049983	CENTERPOINT	4/6/2022	\$2,556.41	4-6-22Bills	6044309	\$433,465.06
049984	CITY LAUNDERING CO	4/6/2022	\$171.49	4-6-22Bills		\$433,293.57
049985	COLLEGE CITY BEVERAGE,	4/6/2022	\$8,672.05	4-6-22Bills		\$424,621.52
049986	CORE & MAIN, LP	4/6/2022	\$644.90	4-6-22Bills	public works	\$423,976.62
049987	CRAIG O HEARN	4/6/2022	\$263.48	4-6-22Bills		\$423,713.14
049988	FASTENAL COMPANY	4/6/2022	\$640.28	4-6-22Bills	public works	\$423,072.86
049989	GOPHER STATE ONE-CALL	4/6/2022	\$45.90	4-6-22Bills	locates	\$423,026.96
049990	HACH COMPANY	4/6/2022	\$208.08	4-6-22Bills	testing supplies	\$422,818.88
049991	HAGEN EXCAVATION	4/6/2022	\$2,272.50	4-6-22Bills	water main break repair	\$420,546.38
049992	HAWKINS	4/6/2022	\$890.73	4-6-22Bills	chemical	\$419,655.65
049993	HEGGIES PIZZA	4/6/2022	\$447.90	4-6-22Bills		\$419,207.75
049994	HERMEL WHOLESALE	4/6/2022	\$1,032.25	4-6-22Bills		\$418,175.50
049995	HILLYARD	4/6/2022	\$85.87	4-6-22Bills	Muni	\$418,089.63
049996	JAMES BROS CONSTRUCTI	4/6/2022	\$2,391.87	4-6-22Bills		\$415,697.76
049997	LOCHER BROS INC	4/6/2022	\$635.50	4-6-22Bills		\$415,062.26
049998	LOWES BUSINESS ACCOUN	4/6/2022	\$41.79	4-6-22Bills	fire dept	\$415,020.47
049999	MATT MULLENBACH	4/6/2022	\$624.24	4-6-22Bills	fire dept	\$414,396.23
050000	MEDFORD TOWNSHIP	4/6/2022	\$300.00	4-6-22Bills	jetter storage	\$414,096.23
050001	METRO FIBERNET LLC	4/6/2022	\$676.00	4-6-22Bills	455-2866,0053,3812	\$413,420.23
050002	MILBANK WINWATER WORK	4/6/2022	\$4,459.86	4-6-22Bills	meters	\$408,960.37
050003	MINNESOTA STATE FIRE CH	4/6/2022	\$235.00	4-6-22Bills	fire officers school	\$408,725.37
050004	MSFDA - REGION 15	4/6/2022	\$50.00	4-6-22Bills	membership dues	\$408,675.37
050005	NORTHERN BEVERAGE DIS	4/6/2022	\$897.10	4-6-22Bills		\$407,778.27
050006	NORTHLAND FARM SYSTEM	4/6/2022	\$23.50	4-6-22Bills	public works	\$407,754.77
050007	SOUTHERN GLAZERS OF M	4/6/2022	\$1,332.47	4-6-22Bills		\$406,422.30
050008	STEELE COUNTY TREASUR	4/6/2022	\$488.80	4-6-22Bills	16-101-0923	\$405,933.50
050009	STEELE WASECA COOP EL	4/6/2022	\$5,964.58	4-6-22Bills	25164	\$399,968.92
050010	SYNCHRONY BANK	4/6/2022	\$200.33	4-6-22Bills	public works	\$399,768.59
050011	TFORCE FREIGHT	4/6/2022	\$125.00	4-6-22Bills	fire dept	\$399,643.59
050012	US BANK EQUIPMENT FINA	4/6/2022	\$135.89	4-6-22Bills	city hall copier	\$399,507.70
050013	UTILITY CONSULTANTS	4/6/2022	\$933.25	4-6-22Bills	personal testing	\$398,574.45
050014	VERIZON WIRELESS	4/6/2022	\$46.22	4-6-22Bills	cell phones	\$398,528.23
050015	W.S. DARLY & CO	4/6/2022	\$449.60	4-6-22Bills	fire dept	\$398,078.63
050016	WATER CONSERVATION SE	4/6/2022	\$733.50	4-6-22Bills	water main break locator	\$397,345.13
050017	WEBICINE	4/6/2022	\$325.00	4-6-22Bills	annual agreement	\$397,020.13
050018	WHKS	4/6/2022	\$2,176.52	4-6-22Bills	engineering fees	\$394,843.61
050019	CASH	4/8/2022	\$5,000.00	4-8-22atm	atm	\$389,843.61
050021	CASH	4/15/2022	\$5,000.00	4-15-22atm	atm	\$384,843.61
050022	CASH	4/21/2022	\$4,000.00	4-21-22atm	atm	\$380,843.61
050023	CASH	4/22/2022	\$202.67	4-22-22petty	muni petty cash	\$380,640.94
050024	ADVANCED FIRST AID INC	4/26/2022	\$247.00	4-26-22bills	AED Pads - pool	\$380,393.94
050025	ANHORNS GAS & TIRE	4/26/2022	\$1,014.91	4-26-22bills	public works	\$379,379.03
050026	BOLTON & MENK, INC	4/26/2022	\$1,405.00	4-26-22bills	engineering fees	\$377,974.03
050027	BREAKTHRU BEVERAGE MN	4/26/2022	\$2,251.03	4-26-22bills	liquor for re sale	\$375,723.00
050028	C & S VENDING COMPANY I	4/26/2022	\$34.68	4-26-22bills		\$375,688.32
050029	CENTERPOINT	4/26/2022	\$1,745.27	4-26-22bills	6044309	\$373,943.05
050030	CITY LAUNDERING CO	4/26/2022	\$221.55	4-26-22bills		\$373,721.50
050031	COLLEGE CITY BEVERAGE,	4/26/2022	\$3,465.35	4-26-22bills		\$370,256.15
050032	CULLIGAN WATER CONDITI	4/26/2022	\$110.57	4-26-22bills	water softner	\$370,145.58
050033	DEPT OF HUMAN SERVICES	4/26/2022	\$946.00	4-26-22bills	janitorial services	\$369,199.58

Checks for Month

10100 Cash

Since APRIL 2022

Begin Balance \$446,137.62

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
050034	ELECTRO WATCHMAN INC.	4/26/2022	\$261.97	4-26-22bills	security system	\$368,937.61
050035	FIRE SAFETY USA INC	4/26/2022	\$539.70	4-26-22bills	fire dept	\$368,397.91
050036	HACH COMPANY	4/26/2022	\$319.98	4-26-22bills	testing supplies	\$368,077.93
050037	HEGGIES PIZZA	4/26/2022	\$343.30	4-26-22bills		\$367,734.63
050038	HERMEL WHOLESALE	4/26/2022	\$438.72	4-26-22bills		\$367,295.91
050039	HILLYARD	4/26/2022	\$357.42	4-26-22bills		\$366,938.49
050040	HUBER SUPPLY CO., INC	4/26/2022	\$28.70	4-26-22bills		\$366,909.79
050041	IFACS	4/26/2022	\$61.67	4-26-22bills	fire dept	\$366,848.12
050042	JOHN ANHORN	4/26/2022	\$756.82	4-26-22bills	fire dept	\$366,091.30
050043	KIBBLE EQUIPMENT	4/26/2022	\$11,550.00	4-26-22bills	2022 John Deere Z960M Zt	\$354,541.30
050044	LOCHER BROS INC	4/26/2022	\$333.90	4-26-22bills		\$354,207.40
050045	LOWES BUSINESS ACCOUN	4/26/2022	\$50.99	4-26-22bills	public works	\$354,156.41
050046	MAGNEY CONSTRUCTION	4/26/2022	\$2,483.80	4-26-22bills	pay request 2	\$351,672.61
050047	MEDFORD SAND AND GRAV	4/26/2022	\$248.36	4-26-22bills	recycled concrete	\$351,424.25
050048	METRO FIBERNET LLC	4/26/2022	\$697.70	4-26-22bills	507-455-2866, 0053, 3812	\$350,726.55
050049	MID-AMERICAN RESEARCH	4/26/2022	\$320.60	4-26-22bills	weed killer	\$350,405.95
050050	MINNESOTA POLLUTION CO	4/26/2022	\$1,450.00	4-26-22bills	water permit annual fees	\$348,955.95
050051	MUNICIPAL EMERGENCY SE	4/26/2022	\$510.00	4-26-22bills	fire dept	\$348,445.95
050052	NORTHERN BEVERAGE DIS	4/26/2022	\$695.60	4-26-22bills		\$347,750.35
050053	OWATONNA FIRE & SAFETY	4/26/2022	\$169.50	4-26-22bills	fire dept	\$347,580.85
050054	OWATONNA PEOPLE S PRE	4/26/2022	\$1,012.50	4-26-22bills	publications	\$346,568.35
050055	QUALITY FLOW SYSTEMS IN	4/26/2022	\$4,871.00	4-26-22bills	flowmeter	\$341,697.35
050056	R & K ELECTRIC INC	4/26/2022	\$180.00	4-26-22bills	WWTP mixer	\$341,517.35
050057	RENT N SAVE	4/26/2022	\$57.13	4-26-22bills	buffer rental for muni floor	\$341,460.22
050058	RIVERLAND COMMUNITY C	4/26/2022	\$165.00	4-26-22bills	fire dept	\$341,295.22
050059	SMITH,TOLLEFSON,RAHRIC	4/26/2022	\$1,386.40	4-26-22bills	1st Qtr Attorney Fees	\$339,908.82
050060	STAR MUSIC, INC	4/26/2022	\$195.00	4-26-22bills		\$339,713.82
050061	STEELE COUNTY AUDITOR	4/26/2022	\$200.00	4-26-22bills	tobacco license	\$339,513.82
050062	STEELE COUNTY AUDITOR	4/26/2022	\$21,159.00	4-26-22bills	1st Qtr Law Enforcement	\$318,354.82
050063	STEELE WASECA COOP EL	4/26/2022	\$5,924.12	4-26-22bills	25164	\$312,430.70
050064	STEWART SANITATION	4/26/2022	\$209.29	4-26-22bills	city garbage disposal	\$312,221.41
050065	TOWNSQUARE MEDIA FARI	4/26/2022	\$225.00	4-26-22bills		\$311,996.41
050066	WASTE MANAGEMENT	4/26/2022	\$270.31	4-26-22bills	muni garbage disposal	\$311,726.10
050067	WEINBERGER WELL SERVI	4/26/2022	\$966.00	4-26-22bills	wastewater plant	\$310,760.10
050068	WHKS	4/26/2022	\$5,680.00	4-26-22bills	engineering fees	\$305,080.10
050069	WIGHAM TRUCKING & EXCA	4/26/2022	\$2,400.00	4-26-22bills	street sweeping	\$302,680.10
050070	MN PEIP	4/26/2022	\$5,871.26	4-26-22HINS	Health Insurance	\$296,808.84
050071	DELTA DENTAL	4/26/2022	\$431.45	4-26-22Dental	Elizabeth	\$296,377.39
050072	NORTHERN ESCROW INC	4/26/2022	\$104,859.10	RAW 5	RAW Pay Request 5	\$191,518.29
050073	CASH	4/29/2022	\$4,000.00	4-29-22atm	atm	\$187,518.29
	Deposits	\$0.00				
	Checks		-\$258,619.33			

FILTER: ((([Act Year]='2022' and [period] in (4)))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????')) and [Cash Act]='10100')

CITY OF MEDFORD

Checks for Month

10100 Cash

Since APRIL 2022

Begin Balance \$446,137.62

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
004377E	FURTHER	4/5/2022	\$220.00	4-1-22HSA		\$445,917.62
004378E	EFTPS	4/5/2022	\$3,494.29	4-1-22FED	Withholding	\$442,423.33
004379E	STATE OF MINNESOTA	4/5/2022	\$654.42	4-1-22FED	Withholding	\$441,768.91
004380E	PUBLIC EMPLOYEES RETIR	4/5/2022	\$2,426.26	4-1-22FED	Retirement	\$439,342.65
004381E	FURTHER	4/18/2022	\$220.00	4-15-22HSA		\$439,122.65
004382E	EFTPS	4/18/2022	\$3,068.43	4-15-22FED	Withholding	\$436,054.22
004383E	STATE OF MINNESOTA	4/18/2022	\$584.21	4-15-22FED	Withholding	\$435,470.01
004384E	PUBLIC EMPLOYEES RETIR	4/18/2022	\$2,250.24	4-15-22FED	Retirement	\$433,219.77
004385E	MINNESOTA DEPT OF REVE	4/19/2022	\$3,236.00	4-18-22tax	Muni Tax	\$429,983.77
004386E	MINNESOTA DEPT OF REVE	4/19/2022	\$342.00	1st2022wtax	1st Quarter Water Tax	\$429,641.77
004387E	EFTPS	4/25/2022	\$202.70	4-20-22FED	Withholding	\$429,439.07
004407E	U.S. BANK (MERCHANT SER	4/28/2022	\$472.08	4-4-22ccfee	credit card fees	\$428,966.99
004408E	REVTRAK	4/29/2022	\$19.95	4-5-22revfee	Fees Paid	\$428,947.04
004409E	REVTRAK	4/29/2022	\$156.44	4-8-22revfee	Fees Paid	\$428,790.60
004410E	FURTHER	5/3/2022	\$220.00	4-29-22hsa		\$428,570.60
004411E	EFTPS	5/3/2022	\$3,099.13	4-29-22FED	Withholding	\$425,471.47
004412E	STATE OF MINNESOTA	5/3/2022	\$585.80	4-29-22FED	Withholding	\$424,885.67
004413E	PUBLIC EMPLOYEES RETIR	5/3/2022	\$2,179.23	4-29-22FED	Retirement	\$422,706.44
004414E	WALMART COMMUNITY/GE	5/5/2022	\$30.71	4-4-22WM	office supplies	\$422,675.73
004415E	AMAZON.COM	5/5/2022	\$92.98	4-4-22amaz	foot rest, fatigue pad	\$422,582.75
004416E	POSTMASTER	5/5/2022	\$290.00	4-4-22postage	postage	\$422,292.75
004417E	POSTMASTER	5/5/2022	\$160.00	4-4-22postage2		\$422,132.75
004418E	UPS	5/5/2022	\$25.83	4-13-22ups	samples	\$422,106.92
004419E	STATE OF MN DEPARTMEN	5/5/2022	\$101.25	4-19-22EPCRA	EPCRA Fees	\$422,005.67
004420E	STATE OF MN DEPARTMEN	5/5/2022	\$101.25	4-19-22EOCRA2	Tier II fees	\$421,904.42
004421E	FURTHER	5/5/2022	\$9.00	4-22-22Further	admin fees	\$421,895.42
004422E	FIRST STATE BANK OF RED	5/5/2022	\$40.60	4-30-22BankFees	April 2022 Bank Fees	\$421,854.82
	Deposits	\$0.00				
	Checks	-\$24,282.80				-\$24,282.80

FILTER: (((Act Year]='2022' and [period] in (4))) and (([EFT])) and [Cash Act]='10100'

CITY OF MEDFORD

Checks for Month

10100 Cash

Since APRIL 2022

Begin Balance \$446,137.62

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
016573	Bohlman, Angela	4/1/2022	\$261.26	PAY20220207.00		\$445,876.36
016574	Brannan, Miles	4/1/2022	\$1,833.65	PAY20220207.00		\$444,042.71
016575	Grinnell, Bryce	4/1/2022	\$1,722.13	PAY20220207.00		\$442,320.58
016576	Jackson, Elizabeth	4/1/2022	\$2,224.55	PAY20220207.00		\$440,096.03
016577	Jorgenson, Kristi	4/1/2022	\$339.22	PAY20220207.00		\$439,756.81
016578	McGivney, Brenda	4/1/2022	\$394.81	PAY20220207.00		\$439,362.00
016579	O'Hearn, Craig J	4/1/2022	\$1,542.34	PAY20220207.00		\$437,819.66
016580	Petersen, Jed	4/1/2022	\$2,490.43	PAY20220207.00		\$435,329.23
016581	Reinhard, Dyann	4/1/2022	\$235.00	PAY20220207.00		\$435,094.23
016582	Wicks, James	4/1/2022	\$1,958.07	PAY20220207.00		\$433,136.16
016583	Will, Richard W	4/1/2022	\$261.39	PAY20220207.00		\$432,874.77
016584	Bohlman, Angela	4/15/2022	\$142.77	PAY20220208.00		\$432,732.00
016585	Brannan, Miles	4/15/2022	\$1,486.78	PAY20220208.00		\$431,245.22
016586	Grinnell, Bryce	4/15/2022	\$1,707.01	PAY20220208.00		\$429,538.21
016587	Jackson, Elizabeth	4/15/2022	\$2,187.52	PAY20220208.00		\$427,350.69
016588	Jorgenson, Kristi	4/15/2022	\$73.94	PAY20220208.00		\$427,276.75
016589	McGivney, Brenda	4/15/2022	\$460.81	PAY20220208.00		\$426,815.94
016590	O'Hearn, Craig J	4/15/2022	\$1,542.34	PAY20220208.00		\$425,273.60
016591	Petersen, Jed	4/15/2022	\$2,490.43	PAY20220208.00		\$422,783.17
016592	Reinhard, Dyann	4/15/2022	\$259.98	PAY20220208.00		\$422,523.19
016593	Wicks, James	4/15/2022	\$1,691.06	PAY20220208.00		\$420,832.13
016594	Will, Richard W	4/15/2022	\$41.69	PAY20220208.00		\$420,790.44
016595	Bartlett, Grace	4/20/2022	\$207.79	PAY20220304.00		\$420,582.65
016596	Hager, Richard	4/20/2022	\$115.44	PAY20220304.00		\$420,467.21
016597	Langeslag, Chad	4/20/2022	\$207.79	PAY20220304.00		\$420,259.42
016598	Merritt, Chad W	4/20/2022	\$207.79	PAY20220304.00		\$420,051.63
016599	Mueller, Amanda	4/20/2022	\$207.79	PAY20220304.00		\$419,843.84
016600	Thomas, Danny	4/20/2022	\$277.05	PAY20220304.00		\$419,566.79
016603	Bohlman, Angela	4/29/2022	\$228.57	PAY20220209.00		\$419,338.22
016604	Brannan, Miles	4/29/2022	\$1,556.17	PAY20220209.00		\$417,782.05
016605	Grinnell, Bryce	4/29/2022	\$1,592.54	PAY20220209.00		\$416,189.51
016606	Jackson, Elizabeth	4/29/2022	\$2,086.64	PAY20220209.00		\$414,102.87
016607	Jorgenson, Kristi	4/29/2022	\$242.10	PAY20220209.00		\$413,860.77
016608	McGivney, Brenda	4/29/2022	\$393.81	PAY20220209.00		\$413,466.96
016609	O'Hearn, Craig J	4/29/2022	\$1,533.67	PAY20220209.00		\$411,933.29
016610	Petersen, Jed	4/29/2022	\$2,744.83	PAY20220209.00		\$409,188.46
016611	Reinhard, Dyann	4/29/2022	\$305.84	PAY20220209.00		\$408,882.62
016612	Wicks, James	4/29/2022	\$1,514.76	PAY20220209.00		\$407,367.86
016613	Will, Richard W	4/29/2022	\$343.24	PAY20220209.00		\$407,024.62
	Deposits	\$0.00				
	Checks	-\$39,113.00	-\$39,113.00			

FILTER: ((([Act Year]='2022' and [period] in (4))) and ((([Source] like 'PAY?????????.??'))) and [Cash Act]='10100')



## LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to [pstech@lmc.org](mailto:pstech@lmc.org).

*The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.*

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

---

LMCIT Member Name:

---

*Check one:*

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: 5/23/22

Signature: \_\_\_\_\_ Position: Mayor

**ORDINANCE NO. 2022-02**

**CITY OF MEDFORD**

**AN ORDINANCE AMENDING SECTIONS OF THE MEDFORD ZONING CODE  
GOVERNING CORNER LOTS**

**THE CITY COUNCIL OF THE CITY OF MEDFORD, ORDAINS** (new material is underlined; deleted material is lined out; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as their number and title):

**1. Medford City Code Section 4.10, Subdivision 2, Subparagraph 61 is hereby amended to read as follows:**

61. "Lot Line, Front" - That boundary of a lot which abuts an existing or dedicated public street, ~~and in the case of a corner lot, the lot line upon which a driveway enters the property from the public street shall be designated as the front lot line; in the event that a driveway is not located on the property, the front lot line shall be that side of the property upon which the front door of the dwelling is located, it shall be the shortest dimension on a public street. If the dimensions of a corner lot are equal, the front line shall be designated by the owner and filed with the County Recorder.~~

**2. Medford City Code Section 4.25, Subdivision 5, Subparagraph J is hereby amended to read as follows:**

**J. Fence Requirements.**

1. Fences shall be placed not less than two (2) feet from the side and rear property lines, and not less than two (2) feet from the ~~front~~ public right-of-way.
2. Fences shall not exceed six (6) feet in height above finished grade within side and rear yards; fences shall not exceed three (3) feet in height above finished grade within front yards, except that a fence may not exceed four (4) feet in height if the fence is a chain-link fence.
3. Electric fences, or any other fence that creates a dangerous condition, shall not be permitted, used, or constructed.

~~For purposes of these provisions, a corner lot shall be considered to have two (2) front yards, each of which abuts the public right-of-way.~~

4. Permanent fences shall not be constructed with snow fencing or any similar type of material; woven wire, including but not limited to chicken wire; or constructed



out of any other types of temporary fencing materials. Nothing herein shall limit the use of a chain-link fence.

5. Fences need to be constructed with the finished side of the fence being placed facing the outside towards the street and or adjacent properties.
6. Use of the two feet along property line, for instances only involving fence placement - Following City inspection of the exact location of property pins/markers, property owners may utilize the area with landscaping materials. In the instance that the actual property pins/markers cannot be located, the City has the authority to request a survey before approving any alterations that will run to a property line. Surfaces including, but not limited to, asphalt and concrete will not be considered landscaping materials and must follow the two foot setback requirement.”

**3. Medford City Code Section 4.26, Subdivision 4, Subparagraph J is hereby amended to read as follows:**

**J. Fence Requirements.**

1. Fences shall be placed not less than two (2) feet from the side and rear property lines, and not less than two (2) feet from the ~~front~~ public right-of-way.
2. Fences shall not exceed six (6) feet in height above finished grade within side and rear yards; fences shall not exceed three (3) feet in height above finished grade within front yards, except that a fence may not exceed four (4) feet in height if the fence is a chain-link fence.
3. Electric fences, or any other fence that creates a dangerous condition, shall not be permitted, used, or constructed.

~~For purposes of these provisions, a corner lot shall be considered to have two (2) front yards, each of which abuts the public right-of-way.~~

4. Permanent fences shall not be constructed with snow fencing or any similar type of material; woven wire, including but not limited to chicken wire; or constructed out of any other types of temporary fencing materials. Nothing herein shall limit the use of a chain-link fence.
5. Fences need to be constructed with the finished side of the fence being placed facing the outside towards the street and or adjacent properties.
6. Use of the two feet along property line, for instances only involving fence placement - Following City inspection of the exact location of property pins/markers, property owners may utilize the area with landscaping materials. In the instance that the actual property pins/markers cannot be located, the City has the authority to request a survey before approving any alterations that will run to a

property line. Surfaces including, but not limited to, asphalt and concrete will not be considered landscaping materials and must follow the two foot setback requirement.”

4. **This Ordinance shall be effective immediately upon its passage and publication.**

**ADOPTED** this 23rd day of May, 2022, by the City Council of the City of Medford.

By: \_\_\_\_\_  
Danny Thomas  
Mayor

ATTEST:

\_\_\_\_\_  
Elizabeth Jackson  
City Clerk

# City of MEDFORD



408 2<sup>nd</sup> Avenue SE  
Medford, Minnesota  
55049

Office (507) 455-2866  
Fax (507) 455-2088  
[www.medfordminnesota.com](http://www.medfordminnesota.com)

**Danny Thomas**  
Mayor

**Chad Langeslag**  
Acting Mayor

**Grace Bartlett**  
Council Member

**Chad Merritt**  
Council Member

**Amanda Mueller**  
Council Member

**Jed Petersen**  
Administrative Dir. Of  
Operations

**Elizabeth Jackson**  
Clerk/Treasurer

May 2022

Medford Residents

RE: The City Council want to alert the residents about two concerns

Dear Resident,

The first concern we have is that for years the City of Medford has neglected to put the proper amount of funds aside to build a new wastewater treatment plant. The city's wastewater treatment plant will need to be upgraded due to its age and capacity limiting future growth. The time has come to either replace the treatment plant or regionalize with Owatonna or Faribault. Due to a decision made by the previous mayor, administrator and engineer that it was more feasible to go to Faribault connecting to Owatonna may no longer be an option.

The city is currently exploring the options of connecting to Faribault or building a new wastewater treatment plant. It would cost about 8 million dollars to connect to Faribault or 15 million dollars to build a new plant. A third option is that the city could invest about 3.5 million dollars into the wastewater treatment plant to keep it running at its current capacity for the next 5 possibly 10 years. This third option does not address the treatment plants capacity issue which would limit future potential growth of Medford.

The city is refining the budget and also has auditors, financial advisors, and engineers looking into grants and other means of funding. The city has also reached out to our senators and state representatives for funding help. The city will need to increase the amount of money it is saving for this future upgrade or regionalization. Two ways that the city will raise the funds for this project is to increase water and sewer rates and raise the levy.

The second concern for the City of Medford is the need for a new fire hall and public works maintenance shop. The fire hall is no longer large enough to accommodate the trucks and equipment needed to protect Medford and surrounding communities. The firemen have had to start storing equipment in storage containers because of the lack of space in the fire hall.

The public works shop is too small to store all the trucks, loader and equipment needed to take care of the streets, parks, water and wastewater utilities. The city has been renting a heated storage space for the vac truck because it is too tall to fit in the city shop. Public works has had to store equipment outside in the elements because of this lack of space. If a new fire hall is built the public works will take over the old fire hall to store and protect equipment.

We are looking for grants, and other funding to finance a new Firehall. We have also submitted an application to the state for congressional direct spending.

Please know that the Mayor, Council, and city staff are exploring all avenues to procure grants and funding for these desperately needed projects.

Respectfully,

## MEMORANDUM

**TO:** Council

**FROM:** Jed Petersen  
Administrative Director of Operations

**DATE:** May 2022

**RE:** Update

### Public Works:

#### Water

- Lightning strike at the Outlet water tower- temporary communication antenna
- Replaced sidewalk from March water main break

#### Wastewater

- Removed aeration tank cover
- 1 bank of UV lights are down, searching for a ballast that is out of production

#### Streets/Park/Pool

- Started cleaning storm sewer
- Cleaned up round-a-bout and put in wood chips
- Removed large Ash tree in SRP
- Cleaned and filled the pool

#### Muni

- Struggle to get certain liquors do to supply chain interruptions
- Prepping for the Straight River Days Street Dance

**ORDINANCE NO. 2022-01**

**AN ORDINANCE AMENDING SECTION 2.65 MASTER FEE SCHEDULE  
OF THE MEDFORD CITY CODE**

THE CITY COUNCIL OF THE CITY OF MEDFORD DOES ORDAIN:

Medford City Code Sections 4.65 Appendix A: Master Fee Schedule Water and Sewer Rates are hereby amended:

**“WATER AND SEWER RATES**

**WATER RATES AND AVAILABILITY CHARGES**

<u>Water Meter Size</u>	<u>Rate</u>
¾ inch meter:	\$7.00
1 inch meter:	\$8.75
1 ½ inch meter:	\$10.94
2 inch meter:	\$13.67
2 ½ inch meter:	\$17.09
3 inch meter:	\$21.36
4 inch meter:	\$26.70
6 inch meter:	\$33.38

Every meter will be charged a monthly fixed amount based on water meter size in addition to a per thousand gallon water usage charge of \$4.50.

WATER FLAT RATE \$13.00

**SEWER RATES AND AVAILABILITY CHARGES**

<u>Water Meter Size</u>	<u>Rate</u>
¾ inch meter:	\$6.00
1 inch meter:	\$7.50
1 ½ inch meter:	\$9.37
2 inch meter:	\$11.72
2 ½ inch meter:	\$14.65
3 inch meter:	\$18.31
4 inch meter:	\$22.88
6 inch meter:	\$28.61

Every meter will be charged a monthly fixed amount based on water meter size in addition to a per thousand gallon sewer usage charge of \$8.00.

SEWER FLAT RATE \$14.00

LATE FEE – A 5% monthly late fee will be added to all delinquent balances.”

Passed and adopted this 23rd day of May, 2022, with the following vote: Aye \_\_\_\_\_; No \_\_\_\_\_; Absent \_\_\_\_\_.

---

DANNY THOMAS  
Mayor

ATTEST:

---

ELIZABETH JACKSON  
City Clerk

CITY OF MEDFORD

RESOLUTION 2022-08

A RESOLUTION APPROVING THE PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY

WHEREAS, on May 23, 2022, the City Council of the City of Medford adopted ordinances entitled, “An Ordinance Amending Section 2.65 Master Fee Schedule of the Medford City Code”; and

WHEREAS, the Ordinance is one page in length; and

WHEREAS, Minnesota Statutes Section 412.191, Subdivision 4 allows publication by title and summary in the case of lengthy ordinances; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the Ordinance,

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD:

1. The City Council of the City of Medford has adopted an ordinance entitled “An Ordinance Amending Section 2.65 Master Fee Schedule of the Medford City Code.” The following summary clearly informs the public of the intent and effect of the Ordinance:

“AN ORDINANCE AMENDING SECTION 2.65 MASTER FEE SCHEDULE OF THE MEDFORD CITY CODE.”

The Medford City Council has passed an ordinance amending Section 2.65 of the Medford City Code, Establishing a Master Fee Schedule.” The ordinance amends a fee schedule for the city services, licensing, water and sewer rates that may be amended from time to time by the City Council.

This is a summary of the Ordinance “An Ordinance Amending Section 2.65 Master Fee Schedule of the Medford City Code.” A full text of this ordinance is available for public inspection at the Medford City Hall during regular office hours.”

2. The City Clerk is directed to publish this summary in lieu of publication of the entire ordinance.
3. The City Clerk is directed to post a copy of the entire text of the Ordinance on the City bulletin board at Medford City Hall for a period of not less than thirty (30) days. In addition, a printed copy of the Ordinance shall be made available for inspection by any person during regular office hours at the Medford City Hall.”

Adopted by the Medford City Council on this 23rd day of May 2022.

Number of Ayes: \_\_\_\_\_

Number of Nays: \_\_\_\_\_

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Danny Thomas, Mayor

ATTEST:

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Elizabeth Jackson, City Clerk



TO: Council

FROM: Elizabeth Jackson  
City Clerk

DATE: May 2022

RE: City Financial Report/General Updates

Background:

The 2022 City budget is currently in line.

No action required by Council.