

Regular Council Meeting  
March 27, 2017  
7:00 p.m.  
City Hall

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

Members absent: None.

City staff and consultants in attendance were Andy Welti, Elizabeth Jackson, Jed Petersen, and Mark Rahrck.

Others attending were Ashley Stewart, Lon Thiele, Rick Hager, 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 training for Welti and Jackson and AED for swimming pool to the end of new business.

Motion by Sexton, seconded by Merritt to approve the agenda as amended. 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 February 27, 2017 regular meeting minutes and the special work session minutes.

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

Approval of the February check register numbers E2887-E2906, 14145-14180, and 45260-45305.

Resolution 2017-21 Accepting Donations from Pat & Kay Merritt (\$10.00), Don Dagne (\$10.00), Dea Lechner (\$10.00), Mac Bowman (\$10.00), and Al Jirele (\$5.00) for the Medford Park Endowment Fund.

Councilmember Sexton inquired about the Access Tonna Lock bill for master padlocks. Public Works Supervisor Petersen stated all padlocks in the City had been changed after the pool shack break in.

Motion by Sexton, seconded by Merritt 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 – Richard Quiring gave a brief update. Quiring stated the Shoreland Ordinance continued to be reviewed at the March 20, 2017 meeting. The Planning and Zoning Board received comments from the general public on the shoreland ordinance. Quiring stated the Planning & Zoning Board discussed off parcel signs. The general consensus of the Board was to leave the ordinance as is.

EDA Board – Administrator Welti presented the minutes from the EDA board meeting. Cris Gasner and Joya Stetson provided a CEDA presentation. Gasner and Stetson also provided the EDA with a First Impressions Proposal that highlighted economic development opportunities in Medford that CEDA could implement if the City of Medford entered into a contract with the organization.

Administrator Welti stated that J Merchants had their grand opening at the Medford Outlet Mall. A pop up garden pottery store will also be opening in the Outlet Center.

Administrator Welti stated residential development continues to be discussed with local developers.

Park Board- Public Works Supervisor Petersen gave a brief update on the Park Board. Petersen stated the new pool manager; Sydney Langeslag had given an update at the meeting about possible pool activities, pool hours, and rate changes.

Petersen stated the Park Board discussed the ice rink season.

City Attorney – None.

City Engineer – None.

City Administrator – Administrator Welti presented a memo.

Administrator Welti stated Contract Operator Rick Olson and Public Supervisor Jed are moving forward with the process of certifying sites for biosolids application. Ordean Oyer is available to apply biosolids for the City this spring.

Administrator Welti stated that Bernie LaCanne, owner of the Lazy U had requested Council consider allowing the Lazy U to hook up to City water and sewer service. This will be discussed during a Council workshop/special meeting on Monday, April 24, 2017 at 5:30 p.m.

Administrator Welti stated a copy of the Steele County Housing Study had been sent to several area developers and Welti had followed up with calls and invitations to meet and discuss the results.

Administrator Welti attended the Steele County Hazard Mitigation Plan meeting and provided a list of mitigation projects the City may want to consider implementing in the future. The mitigation projects need to be listed in the Hazard Mitigation plan to be eligible for FEMA reimbursement.

Resolution 2017-20 Certifying Unpaid Utility Bills to Steele County.

Motion by Sexton, seconded by Maas to approve Resolution 2017-20 certifying unpaid bills to Steele County as presented. All members voted aye for approval. Motion carried.

Public Works Department – Public Works Supervisor Petersen presented a memo.

Supervisor Petersen stated the RAS pump 2 had failed and is being rebuilt. Petersen stated Automatic Systems had ordered the wrong VFD for blower 2 and he is patiently waiting for the new one.

Supervisor Petersen stated pot hole repair continues. Seykora Asphalt will be sweeping the streets within two weeks.

Supervisor Petersen stated all picnic tables in the Straight River Park had been repainted. Petersen stated as the weather warms up, Public Works will be focusing on getting the entire Straight River Park back to its original glory for the season.

Supervisor Petersen stated a new ice machine was purchased for the Municipal Liquor Store and installed for under \$3,200.00

Fire Department – None.

New Business

City Council Chamber Furnace – Administrator Welti presented a memo. Welti stated the US EPA action level for indoor radon is 4.0 pCi/L. The initial short term radon test result was 7.9 pCi/L. The intermediate radon test result was 14.2 pCi/L. Welti stated he had contacted area HVAC contractors after receiving the results of the initial radon test and asked for quotes to fix the cold air return system by installing above ground ducts. All the contractors stated

that cold air return systems similar to the council chamber furnace system were built prior to radon being linked to cancer.

Administrator Welti made a recommendation for the Council to approve the quote of \$1,495 submitted by Deml Heating & Air Conditioning to install a new cold air return system in the council chambers.

Motion by Sexton, seconded by Dempsey to approve the quote of \$1,495 from Deml Heating & Air Conditioning. All members voted aye for approval. Motion carried.

Resolution 2017-18 Authorizing Membership in the 4M Fund.

Administrator Welti presented a memo on the 4M Fund. Welti stated he had spoken with City staff from three other communities which recently invested funds in CDs through the 4M Fund. All City staff he spoke with was pleased with the rates and service.

Resolution 2017-18 will authorize the City Administrator to utilize the services of the 4M Fund and to invest in the 4M Funds when rates are higher than those offered through First State Bank.

Motion by Maas, seconded by Sexton to approve Resolution 2017-18 Authorizing Membership in the 4M Fund. All members voted aye for approval. Motion carried.

North Boulevard along Central Avenue – Administrator Welti presented a memo.

Administrator Welti stated there is approximately 486 square yards of sod that has died or become inundated with weeds. Homeowners were provided with recommendations to care for the sod when it was installed in the spring of 2015. The suggestion of a local landscape company is to seed the area. Welti stated precedent will be set if and when the City takes action.

Administrator Welti made a recommendation the City could either take no action or make grass seed available for any property owners who want to try to reestablish lawn in the boulevard.

Council decided to take no action. Council feels the grass is the homeowner's responsibility.

2017 Pool Rates and Hours of Operation – Administrator Welti presented a memo. Welti stated after reviewing the hours and rates with the pool manager and the city clerk, the following changes are proposed:

Evening break would be 5:00 – 5:30 p.m.

Open swim would be 5:30 – 7:30 p.m. Monday through Friday

Open swim would be 12:30-5:00 p.m. and 5:30-8:00 p.m. Saturday and Sunday

Water aerobics would be 7:30-8:30 p.m. Monday through Thursday

Motion by Sexton, seconded by Dempsey to approve the change in pool hours. All members voted aye for approval. Motion carried.

Administrator Welti proposed the following rate changes:

Pool Parties:

\$50.00 for first hour

\$80.00 for 2 hours

\$110 for 3 hours

Swimming Lessons:

\$80.00 for city families with 3 or more children

\$90.00 for non-city families with 3 or more children

Motion by Sexton, seconded by Dempsey to approve the pool rate changes. All members voted aye for approval.  
Motion carried.

Social Media Policy – Administrator Welti presented a memo. Administrator Welti made a recommendation the Council adopt the Medford Social Media Policy to establish standards of conduct, rules of use, data ownership, etc. for social media accounts created to provide residents with City information.

Motion by Dempsey, seconded by Merritt to approve the Social Media Policy. All members voted aye for approval.  
Motion carried.

Steele County Housing Study Highlights – Administrator Welti reviewed the highlights of the study. The price of housing in Medford is generally affordable, but there is a lack of supply.

Resolution 2017-19 Supporting Local Government Decision-Making Authority - This resolution supports local decision-making authority and opposes legislation that removes the ability for local elected officials to respond to the needs of their businesses and constituents. The resolution will be forwarded to local legislators.

Motion by Sexton, seconded by Dempsey to approve Resolution 2017-19. All members voted aye for approval.  
Motion carried.

Training – Administrator Welti stated City Clerk Jackson would be attending the Clerks Institute on May 1-5, 2017. Welti stated he would like to attend Minnesota City and County Manager training May 3-5, 2017. Administrator Welti asked for approval to close City Hall on the afternoon of May 3 through Friday, May 5, 2017 so staff could attend training. Council agreed to close City Hall on the afternoon of May 3 through Friday, May 5, 2017.

Pool AED – Administrator Welti stated the pool needs a new AED. The AED at the pool is being taken out of commission. The Fire Department is trying to get one or two new AEDs. Welti will put in a grant request to the Fire Relief Association to pay for part of a new AED.

Council Workshop/Special Meeting - Monday, April 24, 2017, 5:30 – 7:00 p.m.  
Regular City Council Meeting – Monday, April 24, 2017, 7:00 p.m.  
Council Workshop/Special Meeting – Tuesday, April 11, 2017, 5:00 – 7:00 p.m.  
Board of Appeal and Equalization Meeting – Tuesday, April 11, 2017. 7:00 p.m.  
LMC Annual Conference, June 14-16, Rochester

Motion by Maas, seconded by Merritt to adjourn the Regular City Council meeting at 8:33 p.m.

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

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

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