

Regular City Council Meeting  
November 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, Mark Rahrck, and Scott Prestegard.

Others attending were Richard Quiring, Annie Harman, Leah Hall, Michael Sorensen, and Lorice Wilkie.

Mayor Nelson called the meeting to order at 7:10 p.m.

Pledge of Allegiance.

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

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

Three Rivers Potential Development Update – Administrator Welti presented a memo. Welti stated the current concept is for a rental property of 30 townhomes to be developed on 6 acres of land. The majority of the units would be 2-4 bedrooms.

Welti stated the Medford EDA reviewed TIF and abatement policy at the November meeting in preparation for future discussions about possible City allocation of TIF or abatement for a potential future development.

Three Rivers will provide an update to the City as soon as more details of the preliminary concept are finalized.

Leah Hall was present and answered questions from Council regarding the preliminary concept.

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

Approval of the October 23, 2017 regular and special meeting minutes.

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

Approval of the October check register numbers E3060-E3080, 14481-14512, and 45891-45967.

Approval of hiring Boden Devoe as an Ice Rink/Warming House Staff

Motion by Sexton, seconded by Dempsey to approve 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 – Chairman Quiring presented the minutes from the Planning & Zoning Board meeting held on November 20, 2017.

The Planning & Zoning Board made a recommendation to City Council to deny the variance request for a 2 foot impervious surface by Mike Sorensen located at 307 4<sup>th</sup> St. NE. Mr. Sorensen was present to make a statement and answer questions. Motion by Sexton, seconded by Merritt to approve the Planning & Zoning Board's recommendation to deny the impervious surface variance request. All members voted aye for approval. Motion carried.

The Planning & Zoning Board made a recommendation to City Council to adopt Ordinance 2017-05, Enacting a new section of Chapter 4 of the Medford City Code to administer and regulate public rights-of-way. Motion by Merritt, seconded by Dempsey to adopt Ordinance 2017-05. All members voted aye for approval. Motion carried.

The Planning & Zoning Board made a recommendation to City Council to adopt Ordinance 2017-06, Amending Chapter 4 of the Medford City Code to add zoning designations for small wireless facilities. Motion by Sexton, seconded by Maas to adopt Ordinance 2017-06. All members voted aye for approval. Motion carried.

The Planning & Zoning Board made a recommendation to City Council to adopt Ordinance 2017-07, Amending Section 2.65 of the Master Fee Schedule of the Medford City Code. Motion by Sexton, seconded by Merritt to adopt Ordinance 2017-07. All members voted aye for approval. Motion carried.

The Planning & Zoning Board made a recommendation to City Council to adopt Ordinance 2017-08, Amending Section 2.70 of the Master Fine schedule of the Medford City Code. Motion by Sexton, seconded by Dempsey to adopt Ordinance 2017-08. All members voted aye for approval. Motion carried.

Resolution 2017-42, Approving the publication of ordinance by title and summary of the Ordinance to enact a new section of the Medford City Code to administer and regulate the public rights-of-way. Motion by Dempsey, seconded by Merritt to approve Resolution 2017-42. All members voted aye for approval. Motion carried.

Resolution 2017-43, Approving the publication of ordinance by title and summary of the Ordinance to amend section 2.65 Master Fee Schedule of the Medford City Code. Motion by Maas, seconded by Sexton to approve Resolution 2017-43. All members voted aye for approval. Motion carried.

Resolution 2017-44, Approving the publication of ordinance by title and summary of the Ordinance to amend section 2.70 Master Fine Schedule of the Medford City Code. Motion by Sexton, seconded by Dempsey to approve Resolution 2017-44. All members voted aye for approval. Motion carried.

EDA Board – The EDA Board made a recommendation to City Council to approve the CEDA contract and CEDA Staff Work Plan for 2018. Motion by Sexton, seconded by Nelson to approve the CEDA contract and CEDA Staff Work Plan for 2018. Nelson voted aye, Sexton voted aye, Maas voted aye, Dempsey voted aye, Merritt voted nay. Motion carried.

Park Board – Council member Sexton presented the minutes from the Park Board meeting held on November 13, 2017.

City Attorney – none.

City Engineer – none.

City Administrator – Administrator Welti presented a memo. Administrator Welti stated he had met with Greg Ilkka, Steele County's new Highway Engineer. Greg's preliminary plan is to host a public meeting regarding the reconstruction of CSAH 12 west of the west frontage road, within the first couple months of 2018

Administrator Welti stated he had attended the initial meeting of the Community Growth Initiative. Christina Wetmore initially volunteered to be the Community Coordinator for the initiative. Administrator Welti stated the City of Medford would be the Fiscal Agent for the Community Growth Initiative.

Bill Regan's bus garage development final plans were approved and the site work will likely be completed this fall.

Administrator Welti stated the proposed 2018 final budget was included in Council packets, and unless there were changes, it will be presented to Council at December's meeting for approval.

City Clerk – City Clerk Jackson presented Resolution 2017-41 Designating the Polling Place for the 2018 Primary and General Elections. Motion by Maas, seconded by Merritt to approve Resolution 2017-41. All members voted aye for approval. Motion carried.

Public Works- Public Works Supervisor Prestegard presented a memo. Prestegard stated the street sweeping was complete.

Prestegard stated bio solids application would begin soon. Prestegard stated the Public Works Staff had attended MRWA training.

Motion by Maas, seconded by Sexton to authorize up to \$5,000 to replace 100 feet of the affluent line, and up to \$12,000 if the whole line needs to be replaced. All members voted aye for approval. Motion carried.

Fire Department – none.

2018 Final Budget – the 2017 final levy was set at \$608,476, which was a 1.7% increase from 2016. The 2018 final levy proposal is set at \$620,645.

Levy Summary –

The General Fund Levy is increased from \$536,741 to \$571,910  
The Fire Relief and EDA levies will remain the same as last year.  
The 2014 Central Ave levy will be \$19,250.  
The 2015 Scenic Heights Levy will remain the same as last year.

The Council will take official action certifying the levy at the December 18, 2017 meeting.

Motion by Nelson, seconded by Sexton to approve an update to the 2018 budget to include a 1.5% raise for Administrator Welti. All members voted aye for approval. Motion carried. The revised 2018 budget will be presented to Council at December's meeting for final approval.

Resolution 2017-37 Ordering Improvement and Preparation of Plans – Motion by Merritt, seconded by Dempsey to approve Resolution 2017-37. Mayor Nelson asked for a roll call vote. Sexton voted aye, Merritt voted aye, Maas voted aye, Dempsey voted aye, Nelson voted aye. Motion carried.

Resolution 2017-38 Reimbursement of Expenditures from Proceeds of Bonds to be Issued by the City – Motion by Merritt, seconded by Sexton to approve Resolution 2017-38. All members voted aye for approval. Motion carried.

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

Motion by Maas, seconded by Dempsey to adjourn the Regular City Council meeting at 9:40 p.m.

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

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

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