

Regular City Council Meeting
January 25, 2021
7:00 p.m.
Municipal Liquor Store

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

Member absent were: none.

City staff and consultants in attendance were Elizabeth Jackson and Mark Rahrlick.

Others attending were Annie Granlund, Chris Baldwin, Brad Price, Steve Abbott and Jennifer Walsh (by phone).

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

Pledge of Allegiance.

Concerns/Requests from General Public/Organizations – Jennifer Walsh expressed interest in saving the Piper House and not letting mini storage units be built upon the property.

Agenda – Add Item C under New Business, Administrative Director of Operations discussion. Motion by Langeslag, 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 January 5, 2021 Organizational Meeting minutes, the December 28, 2020 regular council minutes.

Approval of the December and January city and liquor store bills.

Approval of the December check register numbers E3995-E4022, 15994-16038, and 49359-49430.

Resolution 2021-04 Accepting Donation from Sarah Schmidt in the amount of \$24.00 and a donation from Julie and Eric Dressel in the amount of \$10.00 in memory of Pat Merritt for the Medford Park Endowment Fund.

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

Brad Price – Storage Sheds on Piper House Property – Mr. Price stated he had a purchase agreement for the Piper House property contingent on City annexation and commercial zoning. Price stated he would not need City water and sewer services on the property.

Council recommended Brad Price bring his annexation and commercial zoning requests to the Medford Planning & Zoning Board for consideration.

Planning & Zoning – did not meet.

EDA Board – did not meet.

EDA Commissioner Report – Council member Bartlett gave a brief update. Bartlett stated she would be receiving all of Donna Macks work papers on the City of Medford since the CEDA contract with Donna Mack was not renewed for 2021.

Park & Pool Commissioner Report – Council member Mueller stated Tim Larson’s woodworking class at the Medford School was working on new park signs for the City. Mueller stated she had begun reviewing pool maintenance items.

Water & Wastewater Commissioner Report – Council member Langeslag stated the City needs to plan for the future. The plants are aging. Langeslag is checking with other engineers for cost estimates for building a new plant. Langeslag will be meeting with a Mueller Systems Inc. representative about new meters. Langeslag stated he is also working on a new water bill payment policy.

Municipal Liquor Store Commissioner Report – Council member Bartlett stated she had been working on reviewing the financial reports for the liquor store, looking at the issues with the new flooring and bringing sidewalk safety issues to the Capital Advisory Board.

Streets Commissioner Report – Council member Merritt had no report on the streets for this meeting.

Capital Advisory Board – did not meet.

City Attorney – Attorney Rahrick stated the Council members would be receiving an email from Attorney Fitzsimmons regarding the union negotiations. Attorney Rahrick recommended all Council members be set up with City email addresses.

City Administrator/Mayor – Mayor Thomas had no report for this meeting.

City Clerk –

Bank Account Signatures/Safety Deposit Box – Clerk Jackson stated the new signature cards had been completed at the bank with Mayor Thomas and acting Mayor Langeslag.

Unemployment Expense 2020 – Clerk Jackson presented a memo stated the City’s unemployment expense was \$11,690.11 for 2020 and CARES Relief Funds paid \$6,619.49 of the expense.

Credit Card Machine – Clerk Jackson stated she had begun looking into a credit card machine for City Hall to process utility bill payments.

City Financial Report – Clerk Jackson presented a memo. Jackson stated the only unexpected expense so far for 2021 was a \$3,006.00 bill to James Bros. Construction for a water main break.

Capital Plans Review – Clerk Jackson presented a memo reviewing the Medford Capital Plans. No action was required by Council.

Fire Department – none.

New Business –

Medford Municipal Liquor Store Grant – motion by Bartlett, seconded by Merritt to authorize Mayor Thomas to sign and submit the Medford Municipal Liquor Store Grant forms. All members voted aye for approval. Motion carried.

Creation of Ad Hoc Negotiating Team – Motion by Bartlett, seconded by Mueller to create the Ad Hoc Negotiating Team consisting of Mark Rahrick, Brandon Fitzsimmons, Mayor Thomas, and the new Administrative Director of Operations (when the position is filled). All members voted aye for approval. Motion carried.

Administrative Director of Operations Discussion – Mayor Thomas gave an update. Jed Petersen would accept the position for \$85,000 to start. He would be increased to \$90,000 after a satisfactory 6-month probation period.

Council consensus was to table this discussion until further investigation into Jed Petersen’s wastewater licenses and be able to sign the reports.

Motion by Langeslag, seconded by Merritt to adjourn the regular council meeting at 8:09 p.m. All members voted aye for approval. Motion carried.

Regular City Council Meeting – Monday, February 22, 2021, 7:00 p.m. at Medford Liquor Store.
Board of Appeal & Equalization Meeting – Monday, April 26, 2021, 6:00 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.