

Regular City Council Meeting/Public Hearing
June 27, 2022
7:00 p.m.
City Hall

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

Members absent were: none.

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

Others attending were Corey Samora, Whitney Bartsch, Deb Bartsch, Marie Sexton, and John Anhorn.

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

Pledge of Allegiance.

Public Hearing to Amend Medford Zoning Code Governing Corner Lots:

Motion by Bartlett, seconded by Mueller to open the public hearing at 7:01p.m. All members voted aye for approval. Motion carried.

Public Comments – none.

Motion by Mueller, seconded by Bartlett to close the public hearing at 7:02 p.m. All members voted aye for approval. Motion carried.

Ordinance 2022-02 An Ordinance Amending Sections of the Medford Zoning Code Governing Corner Lots – Motion by Mueller, seconded by Bartlett to approve Ordinance 2022-02. All members voted aye for approval. Motion carried.

Concerns/Requests from the General Public/Organizations – Corey Samora addressed City Council will several questions regarding the wastewater treatment plant, current rate of City growth, state grants and funding for capital projects, and the letter that was sent to residents in June.

Agenda – Add Item D, Jed Vacation procedures, under Mayor. Motion by Bartlett, seconded by Mueller 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 May 23, 2022 special and regular Council meeting minutes.

Approval of the May and June city and liquor store bills.

Approval of the May check register numbers E4423-E445, 16614-16647, and 50074-50116.

Approval of Resolution 2022-10 A Resolution Accepting Grant Award from CenterPoint Energy in the amount of \$2,300 for the purchase of a battery operated fan and chainsaw for the Medford Fire Department.

Approval of Resolution 2022-11 Accepting Donation from the Minnesota State Fire Department Association for reimbursement of health screens/PPE in the amount of \$750 for new firefighters for the Medford Fire Department.

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

Planning & Zoning Board – none.

EDA – Anhorn’s Façade Grant Request in the amount of \$2500. Motion by Bartlett, seconded by Mueller to approve the Façade Grant Request. All members voted aye for approval. Motion carried.

EDA is still discussing the digital sign.

Park/Pool Commissioner Report – Council member Mueller stated Straight River Days was a success. Council consensus is to research the cost of total new basketball hoops for Straight River Park.

Water/Wastewater Commissioner Report – none.

Liquor Store Commissioner Report – Council member Bartlett stated the Municipal Liquor store had an approximate profit of \$25,000 for 2022 so far. Bartlett will bring operating hour suggestions to the next Council meeting.

Streets Commissioner – Council member Merritt stated several drains and grates needed to be cleaned out. Weeds need to be sprayed and the sod needs to be repaired where the water main break occurred.

Capital Advisory Board – motion by Langeslag, seconded by Bartlett to dissolve the Capital Advisory Board. All members voted aye for approval. Motion carried.

City Attorney - Mark Rahrlick reported the owner has not returned a phone call regarding possible land annexation.

City Engineer – none.

Administration Department –

Mayor –

Thank you – Mayor Thomas publicly thanked Chad Merritt, Chad Langeslag, and the Langeslag family for all their work on repairing the Medford Swimming Pool.

City Attorney Procedures – Mayor Thomas stated only Administrator Petersen and Clerk Jackson should be calling the City Attorney with questions regarding City matters.

City/Resident Issues – Mayor Thomas stated all City and resident issues should go directly to Administrator Petersen.

Administrator Vacation Procedures – Mayor Thomas stated he would like to be approved to be in charge of the City employees when Administrator Petersen is on vacation. Petersen stated a public works employee would be put in charge when Petersen is on vacation.

City Administrator –

Public Works/General Update – Administrator Petersen presented a memo updating Council on the previous month’s activities.

City Clerk –

Resolution 2022-09 Designating Election Judges for the 2022 Primary and General Elections – motion by Bartlett, seconded by Merritt to approve Resolution 2022-09. All members voted aye for approval. Motion carried.

City Financial Report – Clerk Jackson presented a memo. Jackson stated the 2023 Preliminary Budget and Levy would be presented at a special council meeting on July 25, 2022 at 5:30 p.m.

Fire Department – John Anhorn stated the new firefighters were doing well.

Administrative Director of Operations Performance Appraisal – Administrator Petersen requested the meeting be closed to the public. Motion by Bartlett, seconded by Mueller to close the meeting at 8:15 p.m. All members voted aye for approval. Motion carried.

Motion by Langeslag, seconded by Merritt to come out of closed session at 9:10 p.m. All members voted aye for approval. Motion carried.

Mayor Thomas will present a brief summary of the performance appraisal at the July 25, 2022 Council meeting.

Motion by Langeslag, seconded by Bartlett to adjourn the City Council meeting at 9:11 p.m. All members voted aye for approval. Motion carried.

Special City Council Meeting – Monday, July 25, 2022, 5:30 p.m.

Regular City Council Meeting – Monday, July 25, 2022, 7:00 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.