

Regular Council Meeting
February 25, 2019
7:00 p.m.
City Hall

Members present were Nelson, Sexton, Dempsey, Langeslag, and Bartlett.

Members absent were: none.

City staff and consultants in attendance were Andy Welti and Cory Franek, Mark Rahrick, Rick Hager, and Joe Duncan.

Others attending were Dan Meier, Jon Stelter, Kelly Schwartz, and Chris Baldwin.

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 – with additions of motions for wastewater options and developers agreements. Motion by Sexton, seconded by Dempsey to approve the agenda as amended. All members voted aye for approval. Motion carried.

Steele Waseca Co-op Electric – Dan Meier and Jon Stelter presented the street light proposal to Council. Two options were presented to Council. Option 1 would install 93 new LED lights in the City of Medford and Steele Waseca Co-Op Electric would be responsible for the maintenance. Option 1 had an estimated project cost of \$36,761, with an estimated rate reduction over the next 2 ½ years of \$75.72.

Option 2 would install 93 new LED lights in the City of Medford and the City of Medford would be responsible for the maintenance. Option 2 had an estimated project cost of \$36,761, with an estimated rate reductions over the next 2 ½ years of \$3,439.91.

Motion by Sexton, seconded by Bartlett to proceed with Option 1. 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 28, 2019 special meeting and regular meeting minutes. Approval of the February 4, 2019 special meeting minutes.

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

Approval of the January check register numbers E3415-E3434, 15101-15130, and 47104-47179.

Healthy Seniors of Steele County Temporary Gambling Permit Application.

Motion by Dempsey, seconded by Langeslag 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 – did not meet.

EDA Board – Administrator Welti presented the meeting minutes from February 13, 2019. Welti stated the 2019 elected officers were:

Tom Heisler – President
Corey Samora – Vice President
Grace Bartlett – Secretary
Mary Cronin – Treasurer

Park Board – did not meet.

City Attorney – none.

City Engineer –

2018 Street Improvement Project – Contractor’s Pay Request (Estimate No. 2) – City Engineer Joe Duncan, Bolton & Menk stated Estimate No. 2 had been reviewed with Administrator Welti and recommended Council approve the pay request in the amount of \$25,543.81. Motion by Sexton, seconded by Dempsey to proceed with the pay request No. 2 in the amount of \$25,543.81. All members voted aye for approval. Motion carried.

Main Street Reconstruction Project – 2021 – City Engineer Joe Duncan presented a memo. Duncan’s memo listed the preliminary schedule as follows:

April-June 2019	Schedule, Advertise, and Conduct Public Open House.
August-September 2019	Compile Results from Open House and present options and related estimated costs at a City Council work session.
Mar. - April 2020	Prepare feasibility report that incorporated final project scope, cost participation and proposed assessments.
May-December 2020	Final Plan Preparation and State-Aid Approval
January-March 2021	Conduct Bidding Process and Concurrent Approval of Bid
April 2021-July 2022	Construction

Motion by Dempsey, seconded by Sexton authorizing City Engineer Joe Duncan to proceed with the Main Street Reconstruction Project as outlined in the memo. All members voted aye for approval. Motion carried.

City Administrator – Administrator Welti presented a memo. Welti stated he attended the MAOSC meeting. Welti stated the City’s annual audit is being prepared. Welti stated Mayor Nelson and Administrator Welti met with Superintendent Ristau for the regular meeting updates. Welti stated preparations for the 2019 pool season are underway and lifeguard positions are being posted. Welti stated the Orderly Annexation Agreement between the City of Medford and Medford Township is up for review. Welti proposed that Planning & Zoning review the agreement at the March meeting and provide recommendations for Council’s consideration.

City Clerk – none.

Public Works – Public Works Supervisor Franek presented a memo. Franek stated the Minnesota Department of Health was here for an inspection of the water plant, wells, towers, and booster station. The City of Medford passed very well with just a couple of minor suggestions. Franek stated Public Works continues to keep up with general maintenance in between snow events. Franek stated the annual report for the Department of Natural Resources had been completed.

Fire Department – none.

Old Business –

Motion by Nelson, seconded by Sexton authorizing Seth Petersen, Bolton & Menk to continue with engineering analysis of wastewater options. All members voted aye for approval. Motion carried.

Motion by Langeslag, seconded by Sexton authorized Administrator Welti to start preliminary developer agreement discussions with potential developers. All members voted aye for approval. Motion carried.

New Business –

Ordinance 2019-01 Boulevard Tree Maintenance – Administrator Welti presented a memo. Welti stated at this time City Attorney Mark Rahrlick was still working on the ordinance and it would be presented at a later Council meeting.

Bond Update – Administrator Welti presented a memo. Welti updated Council with the various City’s bonds, balances, and payoff dates for informational purposes.

Motion by Dempsey, seconded by Langeslag to adjourn the meeting. Motion carried.

Regular City Council Meeting – Monday, March 25, 2019, 7:00 p.m.
Board of Appeal and Equalization – Wednesday, April 24, 2019, 7:00 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.