

Regular Council Meeting
January 23, 2017
7:00 p.m.
Medford Public Schools

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

Members Absent: None.

City staff present were: Andy Welti, Elizabeth Jackson, Jed Petersen, Joe Duncan, and Mark Rahrlick.

Others in attendance were: John Anhorn, Rick Hager, Greg Sanborn, Rich Quiring, Edna Ringhofer, Ashley Stewart, Josh Hobart, and Matthew Johnson.

Mayor Nelson called the meeting to order at 7:47 p.m.

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations: Edna Ringhofer presented a Gambling Permit Application for Dancing with the Steele County Stars on April 29, 2017. Action on the gambling permit will be taken at the February 27, 2017 Regular City Council Meeting.

Approval of Agenda – motion by Sexton, seconded by Merritt to approve agenda as presented. All members voted aye for approval. Motion carried.

Mayor Nelson asked to remove item I from consent agenda and discuss it before the Council Committees/Reports.

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

Approval of the December 19, 2016 regular meeting minutes and the January 4, 2017 organizational meeting minutes.

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

Approval of the December check register numbers E2847-E2865, 14051-14107, and 45087-45172.

Resolution 2017-09 Accepting Donation from the Medford Fire Relief Association in the amount of \$35,000 for the Medford Fire Department Truck & Equipment Fund.

Resolution 2017-10 Accepting Donation from Marie Sexton in the amount of \$20.00 for the Medford Municipal Complex.

Resolution 2017-11 Accepting Donations from Barb Steinbauer (\$200.00) and Diane Drache (\$20.00) for the Medford Veterans Memorial.

Resolution 2017-12 Accepting Donation from William Quick in the amount of \$100.00 for the Medford Volunteer Fire Department.

Resolution 2017-13 Accepting Donations from Pat & Kay Merritt (\$100.00), Al Kubat (\$5.00), Bruce Butler (\$5.00), Gary Ringhofer (\$5.00), and John Dillemath (\$5.00) for the Medford Park Endowment Fund.

Councilmember Sexton had a question on the December bills.

Motion by Maas, seconded by Dempsey to approve consent agenda as amended. All members voted aye for approval. Motion carried.

Knight of Columbus Temporary Liquor License Application and Minnesota Pheasants Gambling Permit Application – Matt Johnson and Josh Hobart from Minnesota Pheasants gave a brief history of the organization and presented the Gambling Permit Application.

Motion by Maas, seconded by Merritt to approve the Knight of Columbus Temporary Liquor License Application and the Minnesota Pheasants Gambling Permit Application. All members voted aye for approval. Motion carried.

Mayor's Report – City Council has no questions concerning Mayor Nelson's report.

Planning & Zoning Board – Chairperson Quiring gave a brief update. Quiring stated the Planning and Zoning Board had elected the following 2017 officers:

Rich Quiring – Chair
Rob Barbeau – Vice Chair
Kris Stinocher – Secretary

Quiring stated the 2017 Street Improvement Project does meet the comprehensive plan requirements and is in compliance with it. Quiring also stated the Board discussed the shoreland ordinance and had received comments from the general public on their concerns. The Board will continue reviewing the shoreland ordinance at future meetings.

EDA – Administrator Welti stated the EDA Board had postponed officer election until the next meeting. Welti stated the EDA Board had discussed future initiatives that included focusing on the housing study, choosing one or two projects and doing them well, expanding commercial and industrial businesses, mapping community assets through SMIF, and developing a community foundation.

Park Board – Public Works Supervisor Petersen and Councilmember Sexton gave brief updates. The Park Board elected the following 2017 officers:

Steve McMahan – Chair
Grace Bartlett – Vice Chair
Missy Underdahl – Secretary

Public Works Supervisor Petersen stated the Park Board changed their meetings to every other odd month on the second Monday of the month.

City Attorney – None.

City Engineer – None.

City Administrator – Administrator Welti presented a memo.

Administrator Welti stated the reimbursement for the park recovery expenditures had been submitted to FEMA for final approval based on the estimates provided.

Administrator Welti stated the first field audit conducted by the City's audit firm went smoothly. Audit staff will return in February.

Administrator Welti stated that Maxfield Research had completed the rough draft version of the housing study.

Administrator Welti stated the Planning & Zoning Board began reviewing a DNR model Shoreland Ordinance, and would be continuing review during the next two meetings.

Administrator Welti stated the City would need to find a new land owner for bio solids application.

Administrator Welti stated the municipal liquor store would like to have a comedian on February 16, 2017. Welti stated it would be a fundraiser for the Civic Club and would require the liquor store to be closed from approximately 6-9 p.m. City Council gave consent.

Resolution 2017-14 Certifying Unpaid Utility Bills to Steele County.

Motion by Sexton, seconded by Merritt to approve Resolution 2017-14 certifying unpaid utility bills to Steele County as presented. All members voted aye for approval. Motion carried.

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

Public Works Supervisor Petersen requested authorization to have Automatic Systems replace the Variable Frequency Drive for blower No. 2 at an estimated cost of \$6,990.00 plus tax. Supervisor Petersen recommended Automatic Systems rather than R&K Electric, because Automatic Systems has history/knowledge of our system and the ability to run diagnostics after installation.

Motion by Maas, seconded by Sexton to give Supervisor Petersen authorization to have Automatic Systems replace the Variable Frequency Drive for blower No.2. All members voted aye for approval. Motion carried.

Supervisor Petersen stated he had attended the Wastewater Treatment Tech Seminar and passed the test for the Class C Wastewater Treatment Operator Certification.

Supervisor Petersen stated the pool shack had been broken in to, a key was obtained, and the door was damaged. Law enforcement were notified and a report was filed.

Resolution 2017-02 Establishing 2017 Equipment Rates.

Motion by Sexton, seconded by Dempsey to approve Resolution 2017-02 establishing 2017 equipment rates. All members voted aye for approval. Motion carried.

Administrator Welti presented an Equipment Rental Policy. Welti recommended Council approve the Equipment Rental Policy. Motion by Sexton, seconded by Dempsey to approve the Equipment Rental Policy. All members voted aye for approval. Motion carried.

Administrator Welti gave brief update on the compost site. Welti stated he had contacted 3 owners about leasing/renting land for a compost site. None of the owners responded. Welti requested permission to put an ad in CAST, stating the City was interested in purchasing ½ - 1 acre of land for a compost site. Council gave consent.

Resolution 2017-07 Resolution Authorizing the City of Medford to submit the MNDOT Landscape Partnership Application.

Motion by Sexton, seconded by Nelson to approve Resolution 2017-07. Nelson voted aye, Maas voted aye, Sexton voted aye, Dempsey voted aye, Merritt voted nay. Motion carried.

Resolution 2017-08 Resolution in Support of Increasing Local Government Aid and Changing the Formula to Make Local Government Aid Funding More Equitable.

Motion by Maas, seconded by Sexton to approve Resolution 2017-08. All members voted aye for approval. Motion carried.

Fire Chief Rick Hager gave a brief update on the purchase of a new fire truck. Chief Hager stated the Fire Department had found a used truck in the Village of Cleveland, New York that the Fire Department will be purchasing for \$70,000 in mid to late February.

City Council Work Session will be held on Monday, February 27, 2017 at 5:30p.m.
City Council regular meeting will be held on Monday, February 27, 2017 at 7:00 p.m.
Board of Appeal and Equalization Meeting will be held on Tuesday, April 11, 2017 at 7:00 p.m.

Motion by Merritt, seconded by Maas to adjourn the Regular City Council meeting at 8:40 p.m.

Minutes approved at _____meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.