

Regular Council Meeting
September 25, 2017
7:00 p.m.
City Hall

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

Members absent were: None.

City staff and consultants in attendance were Andy Welti, Elizabeth Jackson, Mark Rahrlick, and Joe Duncan.

Others attending were Grace Bartlett, Richard Quiring, Annie Harman, Bryan Duncan, and Steve McMahn.

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 – Motion by Maas, seconded by Sexton to approve the agenda as presented. 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 July 24, 2017 special council meeting minutes, and the August 28, 2017 special council and regular council meeting minutes.

Approval of the August and September city and liquor store bills.

Approval of the August check register numbers E3011-E3040, 14391-14441, and 45743-45819.

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

Mayor's Report – None.

Planning & Zoning Board – Chairman Quiring presented the minutes from the Planning & Zoning Board.

The Planning & Zoning Board made a recommendation to City Council to approve the Jean and Paul Gillis request for split/combination of lots 1, 2, and 3, Block 3, Scenic Heights. Motion by Sexton, seconded by Merritt to approve the recommendation of the Planning & Zoning Board. All members voted aye for approval. Motion carried.

The Planning & Zoning Board made a recommendation to City Council to approve William E. Regan LLC's request for a Conditional Use Permit for Lot 2, Block 1, Agnes Addition. Motion by Sexton, seconded by Merritt to approve the recommendation of the Planning & Zoning Board. All members voted aye for approval. Motion carried.

EDA Board – Administrator Welti presented the minutes from the EDA board meeting. Welti stated Ron Zeigler, President of CEDA would be attending the October City Council Meeting to discuss the staffing arrangement and answer questions. Welti stated the EDA board had reviewed the list of priorities developed by Administrator Welti and had added priority #9.

The priorities are as follows:

1. Applying for economic development grants to assist businesses and the City.
2. Conducting business retention and expansion visits.
3. Following up on new business inquires.
4. Assisting entrepreneurs.
5. Recruitment of new industrial and commercial businesses.
6. Assisting with residential development.
7. Marketing.
8. Redevelopment of existing properties.
9. Quality of life, the development of trails, parks by obtaining grants.

Park Board – Grace Bartlett and the Park Board requested approval from City Council to submit the SHIP grant request for the purchase of bike rack repair station with potential installation at Central Park.

Motion by Dempsey, seconded by Sexton to approval the Park Board’s request. All members voted aye for approval. Motion carried.

Chairperson McMahn presented the minutes from the Park Board meeting. McMahn requested approval from City Council to proceed with submitting a grant request to Steele County Park and Rec for a fence to be installed at Water Tower Park.

Motion by Sexton, seconded by Maas to approve the Park Board’s request for submitting a grant request to Steele County Park and Rec. All members voted aye for approval. Motion carried.

City Attorney – none.

City Engineer – none.

City Administrator – Administrator Welti presented a memo.

Administrator Welti stated he and the Mayor have been meeting with property owners whose land is being considered for a potential residential development with Three Rivers Community Action.

Administrator Welti and Mayor Nelson met with Sheriff Thiele to review the Law Enforcement Agreement.

The Minnesota House of Representatives Capital Investment Committee visited Medford City Hall and the Fire Hall.

The City of Medford’s NPDES/SDS permit for the wastewater treatment plant is up for renewal. The draft permit will be placed on the MPCA’s public comment website for the next 60 days. If after 60 days, no comments have been made that result in changes to the permit, the permit will be renewed for another 5 years.

M& W Blacktopping LLC was awarded the pavement patching work.

Wingham Trucking & Excavating was awarded the street sweeping work for the fall 2017 and spring 2018 season.

All FEMA applications for the 2016 flood have been closed and final payment has been received by the City.

Administrator Welti will be attending MAOSC meeting in Moose Lake on October 6, 2017. Welti plans to discuss the lack of certified wastewater and water operators with the advocacy group.

City Hall will be closed the morning of Thursday, October 12, 2017 as Welti and Jackson will be attending an MCFOA regional meeting.

Public Works Lead Prestegard and the public works staff have been busy tackling maintenance issues at the WWTF, in addition to training a new staff member.

The roundabout will be planted the week of September 25.

City Clerk – none.

Public Works – none.

Fire Department – none.

New Business

Joe Duncan presented an updated 2018 Street Improvement Project Preliminary Engineering Report. Duncan stated

Resolution 2017-36 Receiving Feasibility Report and Calling Hearing on Improvement. Motion by Merritt, seconded by Dempsey to approve Resolution 2017-36. All members voted aye for approval. Motion carried.

2018 Street Improvement Public Hearing – Monday, October 23, 2017, 6:00 p.m. – Choir Room, Medford School
Regular City Council Meeting – Monday, October 23, 2017, 7:00 p.m. – Choir Room, Medford School
Truth in Taxation and Regular City Council Meeting – Monday, December 18, 2017, 7:00 p.m.

Motion by Maas, seconded by Sexton to adjourn the regular city council meeting at 8:05 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.