

Regular Council Meeting
January 29, 2018
5:00 p.m.
Medford City Hall

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

Members Absent: Maas.

City staff present were: Andy Welti, Elizabeth Jackson, Scott Prestegard, and Mark Rahrlick.

Others in attendance were: Rick Hager, Greg Sanborn, and Chris Baldwin.

Mayor Nelson called the meeting to order at 5:00 p.m.

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations: None.

Approval of Agenda – motion by Dempsey, seconded by Merritt 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 December 18, 2017 regular meeting minutes and the January 10, 2018 organizational meeting minutes.

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

Approval of the December check register numbers E3107-E3126, 46058-46142, and 14545-14613.

Resolution 2018-04 Accepting Donation from the Medford Fire Relief Association in the amount of \$22,000 for the Medford Fire Department Truck & Equipment Fund.

Resolution 2018-05 Accepting Donation from the Medford Fire Relief Association in the amount of \$8,700 for the Medford Pool.

Resolution 2018-06 Accepting Donation from Kristin Salvi in the amount of \$125.00 for the Veteran's Memorial.

Motion by Sexton, seconded by Merritt 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 – Administrator Welti presented the meeting minutes. Welti stated the 2018 elected officers were:

Richard Quiring – Chair
Rob Barbeau – Vice Chair
Mathew Rosenbaum – Secretary

EDA – Administrator Welti presented the meeting minutes. Welti stated the EDA Board meeting schedule would be changed starting in April. EDA will meet on even months instead of odd months. Welti stated the 2018 elected officers were:

Bryan Duncan – Chair
Tom Heisler – Vice Chair
Sharon Paulson – Secretary
Jerri Wencil – Treasurer

Park Board – Administrator Welti presented the meeting minutes. Welti stated the 2018 elected officers were;

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

City Attorney – none.

City Engineer – none.

City Administrator – Administrator Welti presented a memo. Welti stated he met with CEDA staff member Donna Mack to orientate her to Medford. Welti stated Joe Duncan would be presenting the 2018 Street Project plans and specs at the February Council meeting. Welti stated the Municipal Complex was not on the Governor's bonding list. It would be up to local Senators and Representatives to get the bill passed. Welti stated Faribault had put consideration of a possible wastewater hookup with the City of Medford on the February agenda. Welti stated Owatonna would be scheduling the same item on their agenda soon.

Welti stated the City had an estimate from MacQueen Equipment for \$21,637.24 for repairs on the jetter truck, plus an additional \$544.00 for installation of a safety switch. Welti stated this is only an estimate. Welti stated the jetter truck should be repaired to retain resale value. Welti stated that a buying a used jetter truck would be approximately \$120,000

Motion by Sexton, seconded by Dempsey to approve the MacQueen Equipment estimate of \$21,637.24 for repairs and the additional \$544.00 for the safety switch installation. Nelson voted aye. Sexton voted aye. Dempsey voted aye. Merritt voted nay. Maas was absent. Motion carried.

City Clerk – none.

Public Works – Public Works Lead Prestegard presented a memo. Prestegard stated Public Works Staff had performed general maintenance on trucks and is completing Target Solutions safety trainings. Prestegard stated the freezing and thawing conditions were making it difficult to make and keep good ice on the ice rinks. Prestegard stated the Public Works staff had plowed several times and plowing had gone smoothly.

Fire Department – Fire Chief Hager gave a brief recap of 2017. Hager stated the Fire Department had received a FEMA grant for \$99,139. Hager stated there were 122 total calls received by the Medford Fire Department in 2017. Hager stated the total expenses to get the new truck #9408 in service was \$92,022.27. Hager stated the gear extractor grant was \$9,029.50. The training reimbursement through MBFTE was \$4,800.00. Hager stated the 2017 Fire Department payroll was \$19,384 for 24 firefighters.

Unfinished Business-

Project lead for Main Street reconstruction in 2021 – Administrator Welti presented a memo. Welti stated City Engineer, Joe Duncan, Bolton & Menk could serve as the project lead on the Main Street Reconstruction project. Motion by Merritt, seconded by Dempsey for City staff to work with Steele County to write an agreement

stating the City would take the lead on the Main Street Reconstruction project. All members voted aye for approval. Motion carried.

Steele County reconstruction of CSAH 12 west of West Frontage Road update – Administrator Welti presented a memo. Welti stated the final plans would likely be completed by September 2018. Welti stated the County doesn't anticipate the City of Medford incurring any cost. Welti stated Steele County would host an open house for the public, tentatively scheduled for February. The date, time and location are yet to be determined. The goal is to begin construction in approximately May of 2019.

New Business –

Proposed vacation and creation of utility easement on Block 30 – Administrator Welti presented a memo. Welti stated a title company was preparing title documents for the sale of a property located at 303 1st Ave NE, the title company found that a garage was built upon the City's utility easement. Welti made a recommendation to Council that the property owner of 303 1st Ave NE pay up to half of the cost of the survey and legal work necessary to provide a clean title since the property has a garage built upon the easement. Welti recommended the City pay for the remaining cost of the survey and legal work since the other property owners will be asked to provide easements to the City that are not currently in place and were not included in this process, since it was the survey that illustrated the City's current easement is not adequate. The City will benefit from a new easement being created that adequately covers the sewer line.

Motion by Sexton, seconded by Merritt to accept the recommendations made by Administrator Welti. All members voted aye for approval. Motion carried.

Regular City Council Meeting will be held on Monday, February 26, 2018 at 7:00 p.m.

LMC Legislative Conference will be held Thursday, March 22, 2018

Board of Appeal and Equalization Meeting will be held on Wednesday, April 25, 2018 at 7:00 p.m.

Motion by Dempsey, seconded by Merritt to adjourn the Regular City Council meeting at 6:45 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.