

Regular Council Meeting  
February 28, 2022  
7:00 p.m.  
City Hall

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

Members absent were: none.

City staff and consultants in attendance were Petersen, Jackson, Rahrick, and Theobald.

Others attending were Marie Sexton and Charles Wobbrock.

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

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations – Charles Wobbrock addressed Council will several questions regarding the new water meters, installation time frames, snow plowing concerns on Main Street, and bond payments on the water and wastewater facilities.

Agenda – Add Roundabouts to the Mayor reports and add Fire Hall to the Streets Commissioner Report. 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 January 24,2022 regular council meeting minutes.

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

Approval of the January check register numbers E4309-E4341,16488-16514, and 48798-49839.

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

Planning & Zoning – did not meet.

EDA Board – Council member Bartlett stated the 2022 officers had been elected at the February EDA meeting. Jerrie Wencil is the chair for 2022 and is working on the City billboard.

EDA Commissioner report – nothing new to report.

Park/Pool Commissioner Report – Council member Mueller didn't have any updates this month.

Water/Wastewater Commissioner Report – Council member Langeslag stated there had been over 100 new water meters installed. The fine screen and new tarp had also been installed at the wastewater treatment plant.

Liquor Store Commissioner Report – Council member Bartlett stated the Municipal Liquor store would be closed March 7-8 for floor maintenance. Bartlett also stated new credit card machines and a new point of sale system were being looked at by City staff.

Streets Commissioner Report – Council member Merritt stated he would address the snow plowing concerns on Main Street with Administrator Petersen.

Park Bathroom – Council member Merritt stated the park bathrooms have not been upgraded since installation. Council could consider remodel, new fixtures, or an addition.

Motion by Merritt, seconded by Langeslag to get bids for ADA park bathroom addition. All members voted aye for approval. Motion carried.

Motion by Merritt, seconded by Mueller to proceed with obtaining bids for replacement of park bathroom fixtures, paint, upgrades to electrical and lights with an option for electric doors. All members voted aye for approval. Motion carried.

Fire Hall – Council member Merritt stated a discussion about a new fire hall should begin again. Council and the Fire Department could look at the building Seykora just built.

Capital Advisory Board – Council member Mueller stated the pool edging would wait until the City received more quotes in the spring. Fasteners would definitely be installed in the spring to hold the edging in place. Mueller stated the pump room and bathroom doors need some kind of security or new locks. Mueller also stated the shade cloth on the pergola should be replaced in 2023.

City Attorney – none.

City Engineer – Engineer Theobald stated the water service review had begun. Theobald stated streets in the southwest part of Medford and broken water valves need quotes to be repaired.

Mayor –

City Sign – Mayor Thomas stated he had looked at possible sign options for a digital sign to be installed on the north end of Medford. The approximate cost would be \$18,000-\$20,000 for a 4x4 sign. Council consensus was to allow Mayor Thomas to get quotes for a sign including installation costs and bring to Council for consideration.

Trees – Mayor Thomas stated the City staff would only be removing infected Ash trees on City property.

Roundabouts – Mayor Thomas stated he had discussed the roundabouts with the State of Minnesota. The State of Minnesota is currently looking in to the contract between the State and the City.

City Administrator – Administrator Petersen presented a memo updating Council on public works and general City activities over the past month.

Administrator Petersen stated Steele County had informed the City of a street project on County Road 12 that would possibly be done in 2022. Motion by Thomas, seconded by Langeslag to authorize WHKS to start the process with Steele County including the special assessments for this project and possibly delaying the project until 2023. Thomas aye, Langeslag aye, Mueller aye, Bartlett aye, Merritt nay. Motion carried.

Aaron Little Resignation – Administrator Petersen stated Aaron Little had submitted his resignation from public works worker. Motion by Langeslag, seconded by Bartlett to accept Aaron Little’s resignation. All members voted aye for approval. Motion carried.

Motion by Langeslag, seconded by Bartlett to post and hire for the position of public works worker and interview candidates. All members voted aye for approval. Motion carried.

City Clerk –

City Financial Report – Clerk Jackson presented a memo.

Pay Equity Report – Clerk Jackson presented the pay equity report that had been completed by David Drown and Associates. Motion by Mueller, seconded by Bartlett to accept the pay equity report and submit the report to the State of Minnesota. All members voted aye for approval. Motion carried.

Capital Projects Fund Update – Clerk Jackson presented a spreadsheet that has tracked the balances of the Capital Project Fund. This fund will be explained in more detail by the City Auditors and Mike Bubany at the special meeting on March 21, 2022.

Fire Department – none.

Special City Council Meeting/Audit Presentation – Monday, March 21, 2022, 5:30 p.m.

Regular City Council Meeting – Monday, March 28, 2022, 7:00 p.m.

Board of Appeal and Equalization Meeting – Monday, April 25, 2022, 6:00 p.m.

Motion by Merritt, seconded by Mueller to adjourn the regular city council meeting at 8:43 p.m. Motion carried.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ City Clerk.

Signed by \_\_\_\_\_ Mayor.