

Regular Council Meeting  
June 25, 2018  
7:00 p.m.  
City Hall

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

Members absent: None.

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

Others in attendance were Kelly Schwartz, Rich Kucera, Rick Hager, Annie Granlund, Chris Baldwin, Mark Ristau, Madison Krenske, Rich Quiring, Craig Helgeson, Sylvia Archer, Jenny Jones, Richard Dicks, and Jackie Berg.

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

Pledge of Allegiance.

Mayor Nelson recognized Madison Krenske as the 2018 Miss Medford.

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

Agenda – Motion by Sexton, seconded by Dempsey 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 actions.

Approval of the May 21, 2018 regular meeting minutes.

Approval of the May and June city and liquor store bills.

Approval of the May check register numbers E3219-E3239, 14745-14775, and 46454-46534.

Resolution 2018-16 Accepting Donation from Medford CGI in the amount of \$5,000.00 for the Medford CGI Sign Project.

Medford Municipal Liquor Store Temporary Liquor License.

Resolution 2017-17 Accepting Donation from Medford CGI in the amount of \$20,000.00 for the Medford CGI Projects.

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

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

Planning & Zoning Board – Chairman Quiring presented the minutes from the Joe Maas variance request public hearing.

Resolution 2018-13; Recommendation to Council to deny Joe Maas, front & rear yard setbacks variance request 311 3<sup>rd</sup> St NE; Lot 5 and N 20' of Lot 6 Block 28, Medford.

Motion by Sexton, seconded by Nelson to approve Resolution 2018-13; denying Joe Maas, front and rear yard setbacks variance. Sexton voted aye, Merritt voted nay, Dempsey voted nay, Maas abstained, Nelson voted aye. Motion failed.

Motion by Dempsey, seconded by Merritt to grant Joe Maas, front & rear yard setbacks variance request 311 3<sup>rd</sup> St NE; Lot 5 and N 20' of Lot 6 Block 28, Medford. Sexton voted nay, Merritt voted aye, Maas voted aye, Dempsey voted aye, Nelson voted nay. Motion carried.

EDA Board – Administrator Welti presented the minutes from the EDA meeting. Welti stated Donna Mack from CEDA presented a façade improvement program. EDA members reviewed the program description and forms. The program would provide a minimum of \$500 and a maximum of \$2,500 of assistance to a business that would improve the façade of a building within the city limits of Medford. The assistance cannot exceed 50% of the total project cost.

The EDA Board recommended Council approve the Business Façade Improvement Program. Motion by Nelson, seconded by Merritt to approve the Business Façade Improvement Program. All members voted aye for approval. Motion carried.

Administrator Welti presented the CEDA's Coordinator's Report.

Park Board – did not meet.

City Attorney – none.

City Engineer –

- A. 2018 Street Project Update – Joe Duncan stated the preconstruction meeting is set for July 10, 2018. The 2018 Street Project is tentatively slated to begin the week of July 16, 2018.
- B. Former school football field site development – The developer that has a purchase agreement with the Medford School District for the former school football field site has soil sampling and preliminary engineering analysis conducted. The developer's engineer contacted the City and spoke with engineer Joe Duncan about the findings. The engineer recommended the developer not proceed with development of the site unless an emergency over flow or another solution to address the site's storm water is provided.

In 2015, Council initiated a Preliminary Engineering Report, 2015 Street & Utility Improvements, Southeast Area Storm Sewer Third Ave SE to Second Ave NE. The report did not include an emergency over flow nor specifically addressed providing a solution for storm water generated from the site upon it being developed.

Joe Duncan and Administrator Welti discussed possible storm water solutions, however, without survey data, final solutions cannot be determined.

Motion by Sexton, seconded by Nelson to authorize up to one-third of the cost to investigate possible solutions, with the remaining cost being split between the developer and the Medford School District. All members voted aye. Motion carried.

City Administrator – Administrator Welti presented a memo. Welti stated he attended the monthly project management team meeting for the Co Rd 12 reconstruction. Welti attended the MPCA Water Fee Advisory Committee meeting on behalf of MAOSC.

Administrator Welti stated the 2018 pool season started strong with initial swimming lesson registrations exceeding 2017.

Administrator Welti stated Straight River Days was a success and thanked the staff and volunteers for their dedication.

City Clerk –

Resolution 2018-15 Designating Election Judges for the 2018 Primary and General Elections.

Motion by Merritt, seconded by Dempsey to approve Resolution 2018-15. All members voted aye for approval. Motion carried.

Public Works – Scott Prestegard presented a memo. Prestegard stated Public Works staff performed general maintenance on trucks, the pool was up and running, staff is working on keeping up with pot holes, and bio solids application was completed.

Fire Department -

Resolution 2018-14 awarding contract for purchase of SCBA equipment for the Medford Fire Department to Alex Air Apparatus Inc. for \$108,473.

Motion by Merritt, seconded by Dempsey to approve Resolution 2018-14. All members voted aye for approval. Motion carried.

Old Business –

Public works pickup truck purchase – Administrator Welti presented a memo. Welti stated City staff recommended purchasing the ½ ton extended cab 4WD Ford F150 from Midway Ford through the State of MN Cooperative Purchasing Venture, for \$29,962.40 (includes license, tax, and fees).

Motion by Merritt, seconded by Dempsey to approve the City staff recommended purchase of the Public Works pickup truck. All members voted aye for approval. Motion carried.

New Business -

Resolution 2018-12 Closing Fund 406 Scenic Heights Project and Fund 408 Central Ave Project.

Administrator Welti presented a memo. Welti stated both funds are construction funds and no further transactions will occur for either fund.

Motion by Maas, seconded by Merritt to approve Resolution 2018-12. All members voted aye for approval. Motion carried.

City Council regular meeting will be held on Monday, July 23, 2018 at 7:00 p.m.

Council work session/budget review will be held Monday, July 23, 2018 at 5:30 p.m.

Motion by Dempsey, seconded by Merritt to adjourn the Regular City Council meeting at 9:02 p.m.

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

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

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