

Regular Council Meeting
February 27, 2023
7:00 p.m.
City Hall

Members present were Thomas, Mueller, Merritt, Sorenson, and Helgeson.

Members absent were: none.

City staff and consultants in attendance were Jed Petersen, Elizabeth Jackson, Mark Rahrack, and Brandon Theobald.

Others attending were Marie Sexton, Jason Winter, Nick Goodnature, Rachel Heinrichs, John Anhorn, and Kay Fate.

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

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations – Nick Goodnature read a letter to City Council from several of the liquor store bartenders asking Council to hire Rachel Heinrichs as the Municipal Liquor Store Manager.

Jason Winter addressed Council regarding the confusion the 55mph sign by the Medford School is creating.

Agenda – Add meetings/workshops as Item A under Mayor. Motion by Mueller, seconded by Helgeson 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 23, 2023 regular council meeting minutes.

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

Approval of the January check register numbers E4643-E4684, 16963-16988, and 50666-50711.

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

Planning & Zoning – did not meet.

EDA Board – did not meet.

Park/Pool Commissioner Report – Clerk Jackson and Council member Sorensen will work on gathering information to bring to the next Council meeting regarding pool and swimming lesson rates for 2023.

Council member Sorensen will work with Marie Sexton in trying to obtain grants for the Medford Swimming Pool.

Water/Wastewater Commissioner Report – Council member Merritt had nothing new to report.

Liquor Store Commissioner Report – Council member Mueller stated the liquor store had been very busy and sales were increased. A new ATM machine had been purchased for the liquor store and the bean bag boards had been sponsored for bean bag league in May.

Streets Commissioner Report – Council member Helgeson had nothing new to report.

Fire Hall Committee Report – Council member Helgeson recommended Council approve Jason Winter, Mary Cronin, Erin Sammon, and Matt Mullenbach to be new members of the Facilities Committee.

Motion by Helgeson, seconded by Merritt to approve the new members of the Facilities Committee. All members voted aye for approval. Motion carried.

City Attorney – Attorney Rahrck stated the City's fine schedule and ordinances were being added to Steele County Sherriff's computer software so deputies can write tickets within Medford City limits.

City Engineer – Engineer Theobald gave Council an update on the 2023 street project.

Cooperative Agreement Between Steele County and the City of Medford – motion by Mueller, seconded by Sorensen to approve the Cooperative Agreement with language being added to include a sidewalk being installed in 2024 and the City Attorney and Steele County clarifying language in the agreement. All members voted aye for approval. Motion carried.

Resolution 2023-03 A Resolution Calling Hearing on Assessments for 2023 Street Improvement
Motion by Mueller, seconded by Helgeson to approve Resolution 2023-03, with an 8.75% interest rate on assessments for a 15-year payment term, and remove Jones property from assessment rolls. All members voted aye for approval. Motion carried.

Mayor –

Meetings/Workshops – Mayor Thomas stated special meetings/workshops would be held on Wednesdays at 4:30.

City Administrator –

Public Works Update – Administrator Petersen presented a memo.

Municipal Liquor Store Manager – Administrator Petersen recommended Council hire Rachel Heinrichs as the Liquor Store Manager effective March 13, 2023 at a salary of \$49,961.60 per year. Motion by Mueller, seconded by Helgeson to hire Rachel Heinrichs as the Liquor Store Manager. All members voted aye for approval. Motion carried.

Bonding Update – The City of Medford staff and engineers along with staff from the City of Owatonna attending meetings at the State Capital regarding bonding money for a possible connection between Medford and Owatonna for the wastewater treatment plant.

City Clerk –

Financial Report – Clerk Jackson presented a memo.

Swimming Lessons – tabled until next Council meeting.

Final Pay Request from R.A.W. – motion by Helgeson, seconded by Sorensen to approve Clerk Jackson to send the final payment after the fire hydrant markers and street sign have been installed. All members voted aye for approval. Motion carried.

Fire Department – nothing new to report.

Regular City Council Meeting – Monday, March 27, 2023, 7:00 p.m.

Board of Appeal and Equalization – Monday, April 24, 2023, 6:00 p.m.

Motion by Mueller, seconded by Helgeson to adjourn the meeting at 8:15 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.