

Regular City Council Meeting
May 22, 2023
7:00 p.m.
City Hall

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

Members absent were: none.

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

Others attending were Malonna Krogh, Jamey Krogh, Dyann Reinhard, Kay Fate, Marie Sexton, Tyler Jendro, Erin Sammon, John Anhorn, Ben Maas, Mathias Heinirchs, Matt Mullenbach, Dan Snider, Ollie Schmidt, Judy Bauer, Jason Winter, and Rachel Heinrichs.

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

Pledge of Allegiance.

Concerns/Requests from the General Public and Organization – Mayor Thomas stated the bonding bill passed with 4.5 million dollars being awarded to the City of Medford for a wastewater plant connection to Owatonna.

Agenda – add Item H to City Administrator, Easter Weekend Review of Municipal Liquor Store.

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

Audit Presentation- Abby Schmidt with ABDO went over the 2022 Financial Audit Statements. Abby gave a brief recap of how all the funds did for 2022. The cash balance of the water fund increased slightly. The cash balance of the sewer fund increased slightly.

Colonial Life Presentation – Tyler Jendro gave a brief presentation of insurance coverages Colonial Life could provide for the City of Medford. Council consensus is to have a discussion with Colonial Life at a later date when the City starts planning for 2024.

Erin Sammon – Straight River Days – Motion by Helgeson, seconded by Sorensen to have the Straight River Days Civic Club pool part be free of charge. 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 April 19, 2023 special council minutes, the April 23, 2023 Board of Appeal and Equalization minutes, and the April 24, 2023 regular council minutes.

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

Approval of the April check register numbers E4737-E4792, 17057-17083, and 50894-50977.

Approval of LMCIT liability coverage – Waiver form.

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

Mayor's Report –

Motion by Merritt, seconded by Helgeson to discontinue the commissioner roles for Council members. All members voted aye for approval. Motion carried.

Liquor Store Sale Discussion – Council had a brief discussion about possibly selling the liquor store. Council consensus was to discuss this at a later date.

Planning & Zoning –

Food Truck Ordinance – Council made a few changes to the ordinance. Changes will be brought back to Planning and Zoning for a public hearing to be held.

EDA – Council member Mueller stated the EDA Board would like to still go forward with the LED sign.

City Attorney –

City Council Rules and Procedures – motion by Mueller, seconded by Merritt to approve the Council Rules and Procedures. All members voted aye for approval. Motion carried.

City Engineer –

2023 Street Improvement Project Change Order #1 – motion by Helgeson, seconded by Sorensen to approve Change Order #1. All members voted aye for approval. Motion carried.

City Administrator –

Public Works Updates – Administrator Petersen presented a memo.

On Call Service – motion by Merritt, seconded by Mueller to approve CCS call service beginning June 1st or as soon as possible. All members voted aye for approval. Motion carried.

Resolution 2023-06 Temporary Extension of Premises – Liquor Store Parking Lot - motion by Mueller, seconded by Merritt to approve Resolution 2023-06. All members voted aye for approval. Motion carried.

Resolution 2023-07 Temporary Extension of Premises, Patio Area between Liquor Store and Old Fire Hall – motion by Mueller, seconded by Merritt to approve Resolution 2023-07. All members voted aye for approval. Motion carried.

Resolution 2023-08 Temporary Extension of Premises, Straight River Days Street Dance – motion by Mueller, seconded by Merritt to approve Resolution 2023-08. All members voted aye for approval. Motion carried.

Ordinance 2023-01 An Ordinance Amending Section 8.01 of the Medford Zoning Code Governing Snow Removal – motion by Helgeson, seconded by Merritt to approve Ordinance 2023-01. Merritt aye, Mueller aye, Helgeson aye, Sorensen aye, Thomas nay. Motion carried.

Old Fire Hall Rental/Usage – Council discussed if there should be a fee associated with using the old fire hall. Council consensus was to leave it free of charge.

Easter Weekend Review – Administrator Petersen presented a memo detailing everything that went on in the Medford Liquor Store over Easter weekend. No action was taken by Council

City Clerk –

City Financial Update – Clerk Jackson presented a memo.

Fire Department –

Rick Hager’s Resignation as Fire Chief – motion by Merritt, seconded by Mueller to accept Chief Hager’s resignation as Fire Chief effective December 31, 2023. All members voted aye for approval. Motion carried.

Motion by Mueller, seconded by Sorensen to adjourn the regular city council meeting at 8:49 p.m. All members voted aye for approval. Motion carried.

Special City Council Meeting – Monday June 26, 2023, 6:00 p.m.

Regular City Council Meeting – Monday June 26, 2023, 7:00 p.m.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.