

Regular City Council Meeting  
July 22, 2024  
7:00 p.m.  
City Hall

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

Members absent were none.

City staff and consultants in attendance were Elizabeth Jackson, Mark Rahrick, Brandon Theobald, Tom Harris, Craig Helgeson, Eric Finholdt, and Matthew Mullenbach.

Others attending were Dyann Reinhard, Marie Sexton, Whitney Bartsh, Dustin Hachfeld, Mark Heaser, Mick Ditlevson and Judy Bauer.

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

Pledge of Allegiance.

Concerns/Requests from General Public/Organizations – none.

Agenda – Add Council Packets update under Mayor Reports. Motion by Merritt, seconded by Mueller to approve the amended agenda. All members voted aye for approval. Motion carried.

Born Learning Trail – Administrator Jackson stated an email had been received from Annette Duncan stating there was no longer interest in constructing a Born Learning Trail in Straight River Park.

Consent Agenda – agenda items are approved by one motion unless a council member requests separate action.

Approval of the June 22, 2024 emergency council meeting minutes, the June 24, 2024 regular council meeting minutes and the July 11, 2024 special council meeting minutes.

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

Approval of the June check register numbers E5206-E5289, 17606-17651, and 52058-52132.

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

Zoning Board - Hachfeld Variance Recommendation – the Zoning Board recommended Council approve a 5 foot setback variance for a garage to be constructed on Parcel #16-100-1207. Motion by Mueller, seconded by Sorensen to approve the variance recommendation. All members voted aye for approval. Motion carried.

EDA Board – Council member Mueller gave a brief update on the last EDA meeting. The EDA Board decided not to allow political ads on the digital sign.

Fire Department –

Storage Container Purchase – Chief Helgeson asked for Council approval to purchase a Connex box for storage of emergency management items. Chief Helgeson will continue to look into options and pricing.

Bi-Directional Antenna Purchase – Chief Helgeson recommended Council approve the purchase of a bi-directional antenna from Ancom for \$12,837.50. Motion by Thomas, seconded by Mueller to authorize the purchase. All members voted aye for approval. Motion carried.

City Attorney – none.

City Engineer –

PSIG Grant Funding – Engineer Theobald presented the PSIG grant application to Council.

Resolution 2024-17 A Resolution Authorizing the City of Medford to Submit a PSIG Application to MNPFA – motion by Sorensen, seconded by Winter to approve Resolution 2024-17. All members voted aye for approval. Motion carried.

Archeological Survey – SHPO requirements – Engineer Theobald presented a memo detailing the requirements.

Bear Creek Proposal – Engineer Theobald recommended Council authorize Bear Creek Archeology, Inc. to conduct the cultural resources project for \$15,995. Motion by Merritt, seconded by Winter to authorize the recommendation. All members voted aye for approval. Motion carried.

Resolution 2024-16 A Resolution Approving Easement Agreement – Attorney Rahrack will redraft resolution for the August Council Meeting.

Beaver Lake Park Proposed Improvements – Engineer Theobald presented a memo detailing the improvements and answered several questions from Council members.

Letter of Support for Regional Designation – Engineer Theobald presented a letter of support for Council approval. Motion by Thomas, seconded by Winter to approve the letter of support. Thomas voted aye, Mueller voted aye, Sorensen voted aye, Winter voted aye, Merritt voted nay. Motion carried.

Tennis Courts Resurfacing – Engineer Theobald is still working on finding contractors and quotes for the tennis courts updates.

Mayor –

Council Packets – Mayor Thomas stated the Council packets are published on the City's website and any resident can come into City Hall and request a copy.

City Administrator –

Public Works/General Updates – Administrator Jackson presented a memo.

2025 Preliminary Budget – Administrator Jackson presented a memo detailing any changes to the 2025 preliminary budget over \$1000 from the 2024 budget.

Resolution 2024-xx Adopting 2025 Preliminary Levy – Administrator Jackson presented this resolution for informational purposes only. The Resolution will be officially acted upon at the August Council meeting.

Regular City Council Meeting – Monday, August 26, 2024, 7:00 p.m.

Motion by Merritt, seconded by Mueller to adjourn the regular city council meeting at 7:49 p.m. All members voted aye for approval. Motion carried.

Minutes approve at \_\_\_\_\_ meeting.

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

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