

Regular City Council Meeting  
June 23, 2025  
7:00 p.m.  
City Hall

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

Members absent were none.

City staff and consultants in attendance were Elizabeth Jackson, Mark Rahrick, and Brandon Theoabald.

Others attending were Michael Sorensen, Tom Sexton, John Iverson, Kay Fate, Marie Sexton, Jake Jablonski, Chloe Kucera, Mark Selbrade, and Richard Bartosch.

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

Pledge of Allegiance.

Concerns/Requests from the General Public/Organizations – none.

Agenda – Motion by Mueller, seconded by Sorensen 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 action.

Approval of the May 19, 2025, regular city council meeting minutes.

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

Approval of the May check register numbers E5643-E5701, 18104-18133, and 53053-53148.

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

Zoning Board – did not meet.

EDA Board – did not meet.

Fire Department –  
Nelson Rental Property Update- Chief Helgeson presented a memo.

Medford Volunteer Fireman's Relief Bylaw Update – motion by Mueller, seconded by Heaser to update the bylaws as presented. All members voted aye for approval. Motion carried.

Portable Radio Purchase Authorization – motion by Mueller, seconded by Sorensen to approve the portable radio purchase of up to \$37,000. All members voted aye for approval. Motion carried.

City Attorney –

Inoperable Vehicle Ordinance Update – council consensus was to remove the current vehicle tabs requirement from the description.

ROW Landscaping Ordinance Update- Zoning and the City Attorney will continue to work on this ordinance.

City Engineer –

Wastewater Regionalization with Owatonna:

Memo – Engineer Theobald presented a memo with a brief update on the project.

Bid Worksheet – Engineer Theobald presented the bid worksheet.

Resolution 2025-17 A Resolution Awarding and Approving Wastewater Regionalization with Owatonna – motion by Winter, seconded by Sorensen to approve Resolution 2025-17. All members voted aye for approval. Motion carried.

Signed Waiver – motion by Thomas, seconded by Heaser to approve the waiver. All members voted aye for approval. Motion carried.

ROW Map – Engineer Theobald presented the right of way map.

Mayor –

4<sup>th</sup> St NE Trees – Mayor Thomas presented a letter that had been sent to residents along 4<sup>th</sup> St NE regarding trees that were starting to crowd together. Council consensus was for Administrator Jackson to obtain bids to remove the dead trees and overgrowth.

Lifeguard Supervisor – Mayor Thomas presented a memo asking for Council approval to hire a part time swimming pool supervisor. Motion by Thomas, seconded by Heaser to authorize Administrator Jackson to hire a pool supervisor for up to 20 hours a week at \$17.00 per hour. All members voted aye for approval. Motion carried.

Speed Bumps on 6<sup>th</sup> St SE – Mayor Thomas presented a memo asking Council to consider installing speed bumps on 6<sup>th</sup> St SE. Council consensus was not to proceed at this time.

Casey's General Store Greenspace – Attorney Rahrick stated Zoning would need to hold a public hearing and an ordinance would need to be adopted to allow the greenspace to be used for agricultural purposes.

City Administrator –

General Updates – Administrator Jackson presented a memo.

Straight River Days Recap – Administrator Jackson presented a memo with the revenue generated by Straight River Days for the Medford Liquor Store. Administrator Jackson publicly thanked all of the City of Medford employees for all the hard work during Straight River Days.

Resolution 2025-18 A Resolution Adopting the 2024 Steele County Hazard Mitigation Plan – motion by Mueller, seconded by Winter to approve Resolution 2025-18. All members voted aye for approval. Motion carried.

Sundays Off Pool Edging – Council consensus was for Administrator Jackson to update Attorney Rahrick on the work being completed.

Resolution 2025-19 A Resolution Approving Publication of Ordinance by Title and Summary – motion by Mueller, seconded by Winter to approve Resolution 2025-19. All members voted aye for approval. Motion carried.

Motion by Mueller, seconded by Winter to adjourn the regular council meeting at 8:40 p.m. All members voted aye for approval. Motion carried.

Regular City Council Meeting – Monday, July 28, 2025, 7:00 p.m.

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

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

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