

City of Medford Regular Meeting Agenda

April 27, 2026, 7:00 PM



- I. Call to Order
- II. Pledge of Allegiance
- III. Concerns/Requests from the General Public and Organizations
- IV. Approval of Agenda
- V. Approval of Consent Agenda *(All items listed are considered routine or non-controversial by the Council and will be approved by one motion. There will be no separate motion on these items unless a council member, city staff, or citizen so requests, in which case the item will be removed from the consent agenda and be considered in its normal sequence of the agenda. All items approved by majority vote unless noted.)*
 - A. Approval of Minutes
 - B. Approval of City and Liquor Store Bills
 - C. Approval of Check Register
 - D. Medford Municipal Liquor Store Temporary Liquor License Application Request – Straight River Days Beer Garden
- VI. Committee Reports
 - A. Planning and Zoning Board - did not meet
 - B. EDA Board – did not meet
- VII. Department Reports
 - A. Fire Department
 - B. City Attorney
 - C. City Engineer
 - D. Administration Department
 - i. Mayor
 - a. Child Abuse Prevention Proclamation
 - ii. City Administrator
 - a. Public Works/General Update
 - b. Ordinance 2026-xx An Ordinance Creating Chapter 12 of the Medford City Code Regulating Charitable Gambling
 - c. Resolution 2026-xx A Resolution Approving Publication of Ordinance by Title and Summary
 - d. Straight River Days Parade Route
 - e. Electric Pump Estimate for Baker Lift Station Pumps
 - f. Chip Sealing Authorization
 - g. Pool Revenue/Expense Analysis
 - h. 2026 Pool Rates
 - i. 2026 Pool Employees
 - j. Temporary Extension of Premises – Liquor Store Parking Lot
 - k. Temporary Extension of Premises – Patio Area
 - l. Temporary Extension of Premises – Straight River Days Street Dance
 - m. Termination of Wastewater Permit
 - n. Andrew Fischer Resignation
 - o. Compost Site Cameras
- XII. New Business
- XIII. Next Meeting Dates
 - A. Regular City Council Meeting – Monday, May 18, 2026, 7:00 p.m.
- XIV. Adjournment

Regular City Council Meeting
March 23, 2026
City Hall
7:00 p.m.

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

Members absent were none.

City staff and consultants in attendance were Elizabeth Jackson, Mark Rahrick, Brandon Theobald, and Craig Helgeson.

Others attending were Tom Harris, John Anhorn, Marie Sexton, Michael Prondzinski, Karen Jorgensen, Brad Hager, Matt Mullenbach, Rick Hager, Chloe Kucera, and Bryan Duncan.

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

Pledge of Allegiance.

Concerns/Requests from General Public/Organizations – Marie Sexton stated a concern about the cost participation between the City of Medford and Steele County for the CSAH 12 sidewalk.

Agenda – add tanker truck sale under fire department reports.

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

2025 Audit Presentation - Abby Schmidt with ABDO went over the 2025 Financial Audit Statements. Abby gave a brief recap of how all the funds did for 2025.

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

Approval of the February 23, 2026 regular council meeting minutes.

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

Approval of February check register numbers E4605-E6072, 50194-53936, and 18533-18574.

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

Zoning Board – did not meet.

EDA Board – the EDA Board completed a grant application for signage for the Farmer’s Market.

Fire Department –

Update Memo – Chief Helgeson presented the monthly update memo.

Tanker Truck – motion by Thomas, seconded by Heaser to authorize the tanker truck to be sold at Ritchie Bros Auction. All members voted aye for approval. Motion carried.

City Attorney – none.

City Engineer –

CSAH 12 Trail Site Plan – Engineer Theobald presented the site plan.

Resolution 2026-04 A Resolution Authorizing Submittal of a Grant Application for County Road 12 Connection Project – motion by Sorensen, seconded by Winter to approve Resolution 2026-04. All members voted aye for approval. Motion carried.

Pay Request #6 for Heselton Construction – motion by Winter, seconded by Sorensen to approve pay request #6 to Heselton Construction in the amount of \$202,156.20. All members voted aye for approval. Motion carried.

Mayor –

Potential Fire Hall Update – Mayor Thomas stated he had met with Tom Harris and Chief Helgeson on possible ideas for the fire hall.

City Administrator –

Public Works/General Update – Administrator Jackson presented the monthly update memo.

Resolution 2026-05 A Resolution Awarding and Approving Bid for Public Works Building – motion by Winter, seconded by Heaser to approve Resolution 2026-05. Thomas voted aye, Winter voted aye, Sorensen voted aye, Heaser voted aye, Mueller voted nay. Motion carried.

Ancom Estimates for Siren Relocation – Council consensus was to table this issue for now.

Former Well House demolition estimates – Council consensus was to table this issue for now.

Ordinance 2026-xx An Ordinance Creating Chapter 12 of the Medford City Code Regulating Charitable Gambling – ordinance will be posted for 10 days and brought to next Council meeting for possible approval.

Cribbing box/enclosed trailer Sale – Council consensus was to give these items to the fire department for possible use.

Updated 2026 Sewer Rate Notification from the City of Owatonna – Administrator Jackson presented and ordinance from the City of Owatonna adjusting the sewer rates. The City of Medford will not need to increase the sewer rates at this time.

Bond Referendum Information – Administrator Jackson presented the timeline information from the Secretary of State if the City decided to have a bond referendum question on the ballot for the November election.

First State Bank Interest Rate Change – Administrator Jackson presented a memo stating the increase in interest rates for two of the City’s savings accounts. This will amount to approximately \$100,000 in interest revenue for the City annually.

Regular City Council Meeting – Monday, April 27, 2026, 7:00 p.m.

Motion by Mueller, seconded by Sorensen to adjourn the regular city council meeting at 8:00 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.

CITY OF MEDFORD BILLS FOR MARCH 2026

		<u>Paid</u>	<u>Unpaid</u>
ABDO	audit	\$8,350.00	
Ace Industrial	cutting edge	\$183.36	
Anhorn's Gas & Tire	public works	\$893.19	
Anhorn's Gas & Tire	fire department	\$15.60	
Amazon	misc	\$708.27	
B&B Pumping	handicap toilet	\$190.00	
Brad Hager	fire department	\$321.04	
Bussler Publishing	publications	\$280.00	
Blue Cross	health insurance	\$6,342.49	
CCS	call service	\$302.45	
Caseys	public works	\$369.50	
Centerpoint		\$2,436.28	
Colonial Life	insurance	\$56.82	
Cintas	uniforms	\$156.29	
City of Owatonna	monthly service chg - connections	\$8,114.99	
City of Owatonna	biosolids	\$19,250.00	
Craig Helgeson	fire department	\$542.98	
Curt's Truck & Diesel	fire department	\$727.57	
Delta Dental	dental insurance	\$586.62	
IFACS	public works	\$6.84	
Flom Disposal	garbage	\$95.65	
Gopher State One	locates	\$45.90	
Google	email	\$84.00	
Hawkins	LPC-AM/ Ferric Chloride	\$780.26	
Hach	testing supplies	\$1,188.58	
Jaguar Communications	phone/internet	\$701.84	
Mailboxes	Gunther, Stromme, Williams	\$150.00	
Matt Mullenbach	fire department	\$346.85	
MGM Medical	fire department	\$500.00	
MN Dept of Revenue	1st Qtr Water Tax	\$348.00	
MN Dept of Revenue	sales tax	\$8.00	
MN Pollution Control	wastewater permit	\$1,450.00	
Marathon Tech	computer support	\$1,185.00	
St Marc Materials	public works storage building	\$3,222.60	
Steele Waseca		\$7,298.27	
US Bank	city hall copy machine	\$149.48	
Verizon Wireless	cell phones	\$206.47	
WHKS	engineering fees	\$3,098.50	
Webicine	website	\$325.00	
	Total	\$71,018.69	\$0.00

Approved by City Council on Monday, April 27, 2026

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

LIQUOR STORE BILLS FOR MARCH 2026

<u>MISCELLANEOUS</u>	<u>Paid</u>	<u>Unpaid</u>
Andy Evans	\$400.00	
Jenny Amberg	\$50.00	
Erica Johnson	\$300.00	
Aldis	\$5.28	
Centerpoint	\$376.49	
Cintas	\$234.44	
Cashwish	\$36.27	
Nola Olson	\$700.00	
Kwik Trip	\$16.77	
Block Plumbing	\$732.08	
Huber Supply	\$310.46	
Dr Fresh Tap	\$65.00	
Shari Stromme	\$750.00	
Grampas	\$12.42	
Minnesota Revenue	\$4,500.00	
Sam Club	\$354.22	
Midco	\$746.74	
Plunketts	\$123.68	
Star Sports	\$57.00	
Walmart	\$38.53	
Star Music	\$255.00	
Owatonna Fire	\$65.00	
Shamrock	\$771.99	
Menards	\$22.23	
Steele County	\$200.00	
Flom Disposal	\$466.77	
Total	\$11,590.37	\$0.00
 <u>FOOD</u>		
Kline Distributing		
Heggies Pizza	\$356.45	
Hermel Wholesale	\$2,657.03	
Lakes Co Eats	\$604.00	
Total	\$3,617.48	\$0.00
 <u>BEER</u>		
College City Beverage	\$12,408.99	
Northern Beverage	\$2,195.90	
Locher Bros Inc	\$1,542.45	
Total	\$16,147.34	\$0.00
TOTAL	\$31,355.19	\$0.00

Approved by City Council on Monday, April 27, 2026

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

CITY OF MEDFORD BILLS FOR APRIL 2026

		<u>Paid</u>	<u>Unpaid</u>
Ace Industrial	loader welding	\$91.70	
Auto Value	bucket truck		\$167.31
Anhorn's Gas & Tire	public works		\$1,033.40
Anhorn's Gas & Tire	fire department		
B & B Pumping & Portables, Inc	handicap bathroom		\$190.00
Bussler Publications	publications		\$147.00
ABDO	audit		\$1,100.00
CCS	call center		\$297.20
Centerpoint			\$1,064.67
Cintas	public works	\$92.36	\$92.36
Culligan			
Craig Helgeson	fire dept		
City of Owatonna	sewer fees	\$20,656.32	
Danny Thomas	mileage		
Delta Dental	dental insurance		\$293.31
Elizabeth Jackson	mileage - Pine Island Meeting	\$48.58	
First Supply	public works	\$110.10	
Fleet Farm	public works		
Gopher One	locates		
Google	emails		
Hach	testing supplies	\$82.70	
IFACS	public works		\$39.98
Hawkins	chemical		\$20.00
Lowe's	public works	\$669.46	
Jaguar Communications	phone/internet		\$1,285.56
Innovative Office	office supplies	\$56.00	
Blue Cross	health insurance	\$6,342.49	
Kim Halvorsen	compost site	\$80.00	
Marathon Tech	computer support		
Mathias Heinrichs	mileage		
MN Dept of Revenue	water tax	\$348.00	
MN Dept of Revenue	sales tax	\$8.00	
MN Fire Service Cert	fire dept		
MMUA	drug consortium		
Midwest Machinery	lawn mowers maintenance		
Northland Farm	public works		\$867.79
Owatonna Fire & Safety	city hall		\$372.00
Postmaster			
R&K Electric	lights	\$303.58	
St Marc Materials	public works storage space	\$3,203.26	
Smith, Tollefson, Rahrnick & Cass	legal fees		
Steele County Auditor	1st quarter law enforcement fees		\$24,280.44
Steele County Information Network	EDA Sign	\$400.00	
Steele County Treasurer	16-101-0923		\$396.10
Steele Waseca			\$ 1,714.07
Thatcher Pools	chlorine chemical feed	\$1,371.94	
Water Conservation Services	leak locator		
Temple Electric	water plant fan	\$314.50	
US Bank	city hall copier		
Utility Consultants	testing	\$75.46	
WHKS	Engineering Fees		\$19,023.50
Verizon	cell phones		
	Total	\$34,254.45	\$52,384.69

Approved by City Council on Monday, April 27, 2026

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

LIQUOR STORE BILLS FOR APRIL 2026

<u>MISCELLANEOUS</u>	<u>Paid</u>	<u>Unpaid</u>
Amazon		
Breakthru Beverage		\$586.15
Cashwise		
Bruce Burniece	\$300.00	
Electro Watchman, Inc		\$310.52
Culligan		\$11.65
Cintas		\$117.22
Jenny Amberg		\$100.00
Centerpoint		\$242.70
Huber Supply		\$35.00
Minnesota Dept of Revenue	\$4,500.00	
Midco		
Southern MN Glazers		\$135.20
Cashwise		
Kwik Trip		
Dr Fresh Tap		\$65.00
Kwik Trip		
Shamrock		198.50
Nola Olson		
Restaurant Supply	\$1,475.00	
Sams Club		
Star Music		
Southern MN Glazers		
Sams Club		
Steele Waseca		
Townsquare Media		
Walmart		
Star Sports		\$317.75
Total	\$6,275.00	\$2,119.69
<u>FOOD</u>		
Kline Distributing		
Heggies Pizza		\$200.40
Hermel	\$383.84	\$1,135.53
Lakes Co Eats	\$210.00	\$217.50
Total	\$593.84	\$1,553.43
College City Beverage	\$3,858.46	\$6,993.41
Northern Beverage	\$1,297.60	\$1,093.55
Locher Bros.		\$251.20
Total	\$5,156.06	\$8,338.16
TOTAL	\$12,024.90	\$12,011.28

Approved by City Council on Monday, April 27, 2026

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

Checks for Month

10100 Cash

Since MARCH 2026

Begin Balance (\$72,814.96)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
006048E	HEALTH EQUITY	3/16/2026	\$45.00	3-13-26hsa		-\$72,859.96
006049E	EFTPS	3/16/2026	\$3,122.39	3-13-26FED	Withholding	-\$75,982.35
006050E	STATE OF MINNESOTA	3/16/2026	\$478.82	3-13-26FED		-\$76,461.17
006051E	PUBLIC EMPLOYEES RETIR	3/16/2026	\$2,105.30	3-13-26FED		-\$78,566.47
006052E	MINNESOTA DEPT OF REVE	3/17/2026	\$4,367.00	Feb26Tax	Muni Sales Tax	-\$82,933.47
006073E	EFTPS	3/24/2026	\$260.08	3-19-26fed	Withholding	-\$83,193.55
006074E	FIRST STATE BANK OF RED	3/24/2026	\$500,000.00	3-24-26checking	transfer from checking to s	-\$583,193.55
006075E	HEALTH EQUITY	3/30/2026	\$45.00	3-27-26hsa		-\$583,238.55
006076E	EFTPS	3/30/2026	\$3,180.26	3-27-26fed	Withholding	-\$586,418.81
006077E	STATE OF MINNESOTA	3/30/2026	\$494.86	3-27-26fed		-\$586,913.67
006078E	PUBLIC EMPLOYEES RETIR	3/30/2026	\$2,116.17	3-27-26fed		-\$589,029.84
006088E	CASH	3/2/2026	\$12.42	3-2-26Gramps	Grampa's Meats	-\$589,042.26
006089E	CASHWISE	3/2/2026	\$12.58	3-2-26cw		-\$589,054.84
006090E	INTERNET PURCHASES	3/2/2026	\$84.00	3-2-26google	Google Emails	-\$589,138.84
006091E	AMAZON.COM	3/2/2026	\$100.53	3-2-26am	fire dept	-\$589,239.37
006092E	AMAZON.COM	3/3/2026	\$105.98	3-3-26am	fire dept	-\$589,345.35
006093E	MENARDS	3/4/2026	\$22.23	3-4-26menards	muni	-\$589,367.58
006094E	WALMART COMMUNITY/GE	3/4/2026	\$38.53	3-4-26wm	muni	-\$589,406.11
006095E	CASHWISE	3/5/2026	\$13.89	3-5-26cw		-\$589,420.00
006096E	SAM'S CLUB	3/6/2026	\$12.40	3-6-26sams	office	-\$589,432.40
006097E	SAM'S CLUB	3/9/2026	\$231.82	3-9-26sams		-\$589,664.22
006098E	HEALTH EQUITY	3/9/2026	\$3.00	3-9-26hEqu		-\$589,667.22
006099E	AMAZON.COM	3/11/2026	\$425.98	3-11-26am	TV - council chambers	-\$590,093.20
006100E	AMAZON.COM	3/13/2026	\$16.17	3-16-26am		-\$590,109.37
006101E	KWIK TRIP	3/16/2026	\$16.77	3-16-26kt	muni	-\$590,126.14
006102E	CASEYS GENERAL STORE	3/17/2026	\$138.46	3-17-26caseys	fuel - snow plow	-\$590,264.60
006103E	CASEYS GENERAL STORE	3/17/2026	\$150.00	3-17-26Caseys2	fuel	-\$590,414.60
006104E	ALDIS	3/18/2026	\$5.28	3-18-26aldi	muni	-\$590,419.88
006105E	CASEYS GENERAL STORE	3/18/2026	\$53.00	3-18-26caseys		-\$590,472.88
006106E	CASHWISE	3/19/2026	\$9.80	3-19-26cw		-\$590,482.68
006107E	CASEYS GENERAL STORE	3/30/2026	\$28.04	3-30-26caseys	streets	-\$590,510.72
006108E	AMAZON.COM	3/30/2026	\$60.01	3-30-26am	office	-\$590,570.73
006109E	HACH COMPANY	3/30/2026	\$594.29	03-30-26hach	testing supplies	-\$591,165.02
	Deposits	\$0.00				
	Checks		-\$518,350.06			

FILTER: ((([Act Year]='2026' and [period] in (3))) and (([EFT])) and [Cash Act]='10100')

Checks for Month

10100 Cash

Since MARCH 2026

Begin Balance (\$72,814.96)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
018575	Amberg, Jennifer	3/13/2026	\$306.11	PAY20260206.00		-\$73,121.07
018576	Bohlman, Angela	3/13/2026	\$913.82	PAY20260206.00		-\$74,034.89
018577	Butterfield, Paige	3/13/2026	\$187.36	PAY20260206.00		-\$74,222.25
018578	Evans, Andy	3/13/2026	\$750.61	PAY20260206.00		-\$74,972.86
018579	Fischer, Andrew	3/13/2026	\$550.07	PAY20260206.00		-\$75,522.93
018580	Heinrichs, Mathias	3/13/2026	\$1,719.62	PAY20260206.00		-\$77,242.55
018581	Jackson, Elizabeth	3/13/2026	\$3,775.45	PAY20260206.00		-\$81,018.00
018582	Johnson, Erica	3/13/2026	\$302.56	PAY20260206.00		-\$81,320.56
018584	Olson, Nola	3/13/2026	\$456.04	PAY20260206.00		-\$81,776.60
018585	Ulrich, Holly	3/13/2026	\$71.58	PAY20260206.00		-\$81,848.18
018586	Will, Richard W	3/13/2026	\$284.29	PAY20260206.00		-\$82,132.47
018587	Krogh, James	3/13/2026	\$2,155.96	PAY20260206.00		-\$84,288.43
018588	Finholdt, Eric	3/19/2026	\$115.44	PAY20260303.00		-\$84,403.87
018589	Hager, Richard	3/19/2026	\$115.44	PAY20260303.00		-\$84,519.31
018590	Heaser, Mark	3/19/2026	\$207.79	PAY20260303.00		-\$84,727.10
018591	Helgeson, Craig H	3/19/2026	\$230.87	PAY20260303.00		-\$84,957.97
018592	Mueller, Amanda	3/19/2026	\$207.79	PAY20260303.00		-\$85,165.76
018593	Sorensen, Nicholas	3/19/2026	\$207.79	PAY20260303.00		-\$85,373.55
018594	Thomas, Danny	3/19/2026	\$277.05	PAY20260303.00		-\$85,650.60
018595	Winter, Jason	3/19/2026	\$207.79	PAY20260303.00		-\$85,858.39
018596	Amberg, Jennifer	3/27/2026	\$119.73	PAY20260207.00		-\$85,978.12
018597	Bohlman, Angela	3/27/2026	\$893.14	PAY20260207.00		-\$86,871.26
018598	Butterfield, Paige	3/27/2026	\$436.14	PAY20260207.00		-\$87,307.40
018599	Evans, Andy	3/27/2026	\$473.12	PAY20260207.00		-\$87,780.52
018600	Fischer, Andrew	3/27/2026	\$550.07	PAY20260207.00		-\$88,330.59
018601	Heinrichs, Mathias	3/27/2026	\$1,719.62	PAY20260207.00		-\$90,050.21
018602	Jackson, Elizabeth	3/27/2026	\$3,775.45	PAY20260207.00		-\$93,825.66
018603	Johnson, Erica	3/27/2026	\$412.85	PAY20260207.00		-\$94,238.51
018604	Krogh, James	3/27/2026	\$2,414.94	PAY20260207.00		-\$96,653.45
018605	Olson, Nola	3/27/2026	\$422.81	PAY20260207.00		-\$97,076.26
018606	Will, Richard W	3/27/2026	\$260.15	PAY20260207.00		-\$97,336.41
	Deposits	\$0.00				
	Checks		-\$24,521.45			

FILTER: ((([Act Year]='2026' and [period] in (3))) and ((([Source] like 'PAY?????????.??')))) and [Cash Act]='10100'

Checks for Month

10100 Cash

Since MARCH 2026

Begin Balance (\$72,814.96)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
053937	CASH	3/5/2026	\$5,000.00	3-5-26atm	atm	-\$77,814.96
053938	CASH	3/5/2026	\$5,000.00	3-6-26atm	atm	-\$82,814.96
053939	CASH	3/5/2026	\$5,000.00	3-7-26atm	atm	-\$87,814.96
053940	NOLA OLSON	3/5/2026	\$700.00	February Clean		-\$88,514.96
053941	JENNIFER AMBERG	3/5/2026	\$50.00	February Clean		-\$88,564.96
053942	ERICA JOHNSON	3/5/2026	\$300.00	February Clean		-\$88,864.96
053943	SHARI STROMME	3/5/2026	\$750.00	February Clean		-\$89,614.96
053944	ANHORNS GAS & TIRE	3/10/2026	\$94.32	3-10-26 bills	fire dept	-\$89,709.28
053945	B & B PUMPING & PORTABL	3/10/2026	\$190.00	3-10-26 bills	handicap toilet	-\$89,899.28
053946	CCS	3/10/2026	\$105.10	3-10-26 bills	call service	-\$90,004.38
053947	CENTERPOINT	3/10/2026	\$3,163.48	3-10-26 bills	6044309	-\$93,167.86
053948	CINTAS	3/10/2026	\$390.73	3-10-26 bills		-\$93,558.59
053949	CITY OF OWATONNA	3/10/2026	\$8,114.99	3-10-26 bills	Monthly Flow/Connction Ch	-\$101,673.58
053950	CITY OF OWATONNA	3/10/2026	\$19,250.00	3-10-26 bills	bisolds	-\$120,923.58
053951	COLLEGE CITY BEVERAGE,	3/10/2026	\$14,346.54	3-10-26 bills		-\$135,270.12
053952	COLONIAL LIFE	3/10/2026	\$56.82	3-10-26 bills		-\$135,326.94
053953	DAHLHEIMER BEVERAGE LL	3/10/2026	\$1,871.05	3-10-26 bills		-\$137,197.99
053954	DANNY THOMAS	3/10/2026	\$19.58	3-10-26 bills	mileage	-\$137,217.57
053955	FLOM DISPOSAL SERVICE	3/10/2026	\$562.42	3-10-26 bills		-\$137,779.99
053956	GOPHER STATE ONE-CALL	3/10/2026	\$5.40	3-10-26 bills	locates	-\$137,785.39
053957	HAWKINS	3/10/2026	\$1,459.24	3-10-26 bills	chemicals	-\$139,244.63
053958	HEGGIES PIZZA	3/10/2026	\$746.85	3-10-26 bills		-\$139,991.48
053959	HERMEL WHOLESALE	3/10/2026	\$2,845.32	3-10-26 bills		-\$142,836.80
053960	HUBER SUPPLY CO., INC	3/10/2026	\$142.81	3-10-26 bills		-\$142,979.61
053961	imperial dade	3/10/2026	\$510.46	3-10-26 bills	muni	-\$143,490.07
053962	INSTY PRINTS	3/10/2026	\$172.51	3-10-26 bills	envelopes	-\$143,662.58
053963	JENNIFER AMBERG	3/10/2026	\$100.00	3-10-26 bills	euchre	-\$143,762.58
053964	LAKES CO EATS	3/10/2026	\$580.00	3-10-26 bills	muni	-\$144,342.58
053965	LEAGUE OF MINNESOTA CIT	3/10/2026	\$819.00	3-10-26 bills	regional safety group	-\$145,161.58
053966	LIMBERG PRODUCTIONS LL	3/10/2026	\$400.00	3-10-26 bills	Digital Sign	-\$145,561.58
053967	LOWES BUSINESS ACCOUN	3/10/2026	\$565.01	3-10-26 bills		-\$146,126.59
053968	MARATHON TECH CO	3/10/2026	\$1,527.50	3-10-26 bills	computer support	-\$147,654.09
053969	METRO SALES INC.	3/10/2026	\$106.12	3-10-26 bills	city hall copies	-\$147,760.21
053970	MIDCONTINENT COMMUNIC	3/10/2026	\$746.74	3-10-26 bills		-\$148,506.95
053971	MIDWEST LED SIGN COMPA	3/10/2026	\$479.88	3-10-26 bills	Digital Sign Data Chip	-\$148,986.83
053972	MINNESOTA DEPT OF HEAL	3/10/2026	\$1,902.00	3-10-26 bills	connection fees	-\$150,888.83
053973	MINNESOTA POLLUTION CO	3/10/2026	\$1,450.00	3-10-26 bills	annual permit	-\$152,338.83
053974	MOTOROLA SOLUTIONS, IN	3/10/2026	\$79,312.65	3-10-26 bills	radios	-\$231,651.48
053975	NORTHERN BEVERAGE DIS	3/10/2026	\$1,037.05	3-10-26 bills		-\$232,688.53
053976	OWATONNA FIRE & SAFETY	3/10/2026	\$65.00	3-10-26 bills	muni	-\$232,753.53
053977	PLUNKETT S INC.	3/10/2026	\$123.68	3-10-26 bills	pest control	-\$232,877.21
053978	RIVERCITY REFRIGERATION	3/10/2026	\$505.50	3-10-26 bills	fire dept ice machine	-\$233,382.71
053979	RIVERLAND COMMUNITY C	3/10/2026	\$90.00	3-10-26 bills	fire dept	-\$233,472.71
053980	SOUTHERN GLAZERS OF M	3/10/2026	\$779.82	3-10-26 bills	muni	-\$234,252.53
053981	ST. MARC MATERIALS	3/10/2026	\$3,222.60	3-10-26 bills	April Rent	-\$237,475.13
053982	STAR MUSIC, INC	3/10/2026	\$255.00	3-10-26 bills		-\$237,730.13
053983	STEELE WASECA COOP EL	3/10/2026	\$8,392.14	3-10-26 bills	25728	-\$246,122.27
053984	TOWNSQUARE MEDIA FARI	3/10/2026	\$195.00	3-10-26 bills		-\$246,317.27
053985	US BANK EQUIPMENT FINA	3/10/2026	\$149.48	3-10-26 bills	copier lease	-\$246,466.75
053986	UTILITY CONSULTANTS	3/10/2026	\$791.74	3-10-26 bills	testing	-\$247,258.49
053987	VERIZON WIRELESS	3/10/2026	\$245.21	3-10-26 bills	cell phones	-\$247,503.70
053988	WHKS	3/10/2026	\$19,819.00	3-10-26 bills		-\$267,322.70
053989	DELTA DENTAL	3/10/2026	\$293.31	3-10-26dental	Elizabeth	-\$267,616.01
053990	BLUE CROSS BLUE SHIELD	3/10/2026	\$6,342.49	3-10-26 H Ins	Health Insurance	-\$273,958.50
053991	METRO FIBERNET LLC	3/10/2026	\$682.46	3-10-26Metroent	phone	-\$274,640.96
053992	SHENANGIANS	3/11/2026	\$500.00	3-14-26music	muni music	-\$275,140.96
053993	CASH	3/12/2026	\$5,000.00	3-13-26atm	atm	-\$280,140.96
053994	CASH	3/12/2026	\$5,000.00	3-14-26atm	atm	-\$285,140.96

Checks for Month

10100 Cash

Since MARCH 2026

Begin Balance (\$72,814.96)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
053995	CASH	3/12/2026	\$5,000.00	3-14-26atm2	atm	-\$290,140.96
053996	D & R STAR	3/16/2026	\$175.00	Pool 2026	Pool Team	-\$290,315.96
053998	CASH	3/25/2026	\$5,000.00	3-25-26atm	atm	-\$295,315.96
053999	CASH	3/25/2026	\$5,000.00	3-27-26atm	atm	-\$300,315.96
054000	CASH	3/25/2026	\$5,000.00	3-28-26atm	atm	-\$305,315.96
054001	ABDO	3/25/2026	\$8,350.00	3-25-26Bills	2025 Audit	-\$313,665.96
054002	ACE INDUSTRIAL SERVICES	3/25/2026	\$183.36	3-25-26Bills	cutting edge	-\$313,849.32
054003	andy evans	3/25/2026	\$400.00	3-25-26Bills	muni	-\$314,249.32
054004	ANHORNS GAS & TIRE	3/25/2026	\$908.79	3-25-26Bills	fire dept	-\$315,158.11
054005	ANN WILLIAMS	3/25/2026	\$50.00	3-25-26Bills	mailbox	-\$315,208.11
054006	B & B PUMPING & PORTABL	3/25/2026	\$190.00	3-25-26Bills	handicap toilet	-\$315,398.11
054007	BLOCK PLUMBING & HEATIN	3/25/2026	\$732.08	3-25-26Bills	muni	-\$316,130.19
054008	BRAD HAGER	3/25/2026	\$321.04	3-25-26Bills	fire dept	-\$316,451.23
054009	BUSSLER PUBLISHING INC	3/25/2026	\$280.00	3-25-26Bills	publications	-\$316,731.23
054010	CCS	3/25/2026	\$302.45	3-25-26Bills	call service	-\$317,033.68
054011	CENTERPOINT	3/25/2026	\$2,812.77	3-25-26Bills	6044309	-\$319,846.45
054012	CINTAS	3/25/2026	\$209.58	3-25-26Bills		-\$320,056.03
054013	COLLEGE CITY BEVERAGE,	3/25/2026	\$7,265.35	3-25-26Bills	Beer	-\$327,321.38
054014	COLONIAL LIFE	3/25/2026	\$56.82	3-25-26Bills		-\$327,378.20
054015	CRAIG HELGESON	3/25/2026	\$542.98	3-25-26Bills	fire dept	-\$327,921.18
054016	CURT S TRUCK & DIESEL S	3/25/2026	\$727.57	3-25-26Bills	fire dept	-\$328,648.75
054017	DAHLHEIMER BEVERAGE LL	3/25/2026	\$621.15	3-25-26Bills		-\$329,269.90
054018	DR. FRESH TAP	3/25/2026	\$65.00	3-25-26Bills		-\$329,334.90
054019	FLOM DISPOSAL SERVICE	3/25/2026	\$562.42	3-25-26Bills		-\$329,897.32
054020	HAWKINS	3/25/2026	\$10.00	3-25-26Bills	chlorine	-\$329,907.32
054021	HEGGIES PIZZA	3/25/2026	\$164.75	3-25-26Bills		-\$330,072.07
054022	HERMEL WHOLESALE	3/25/2026	\$1,225.94	3-25-26Bills		-\$331,298.01
054023	HUBER SUPPLY CO., INC	3/25/2026	\$64.00	3-25-26Bills	muni	-\$331,362.01
054024	IFACS	3/25/2026	\$6.84	3-25-26Bills	public works	-\$331,368.85
054025	LAKES CO EATS	3/25/2026	\$263.00	3-25-26Bills		-\$331,631.85
054026	MATT MULLENBACH	3/25/2026	\$346.85	3-25-26Bills	fire dept	-\$331,978.70
054027	METRO FIBERNET LLC	3/25/2026	\$701.84	3-25-26Bills	1674166	-\$332,680.54
054028	MJM MEDICAL DIRECTION	3/25/2026	\$500.00	3-25-26Bills	fire dept	-\$333,180.54
054029	NORTHERN BEVERAGE DIS	3/25/2026	\$1,687.70	3-25-26Bills		-\$334,868.24
054030	RYAN GUNTHER	3/25/2026	\$50.00	3-25-26Bills	mailbox	-\$334,918.24
054031	SHAMROCK GROUP	3/25/2026	\$771.99	3-25-26Bills	muni	-\$335,690.23
054032	SHARI STROMME	3/25/2026	\$50.00	3-25-26Bills	mailbox	-\$335,740.23
054033	STAR SPORTS AND APPARE	3/25/2026	\$57.00	3-25-26Bills	muni	-\$335,797.23
054034	STEELE COUNTY PROPERT	3/25/2026	\$200.00	3-25-26Bills	Tobacco License	-\$335,997.23
054035	WEBICINE	3/25/2026	\$325.00	3-25-26Bills	website support	-\$336,322.23
054036	DELTA DENTAL	3/25/2026	\$293.31	3-25-26Dental	Elizabeth	-\$336,615.54
054037	HESELTON CONSTRUCTION	3/30/2026	\$202,156.20	Pay Req 6	Pay Request 6	-\$538,771.74
054038	THATCHER POOLS & SPAS	3/30/2026	\$1,371.94	Thatcher	50% down payment	-\$540,143.68
	Deposits	\$0.00				
	Checks	-\$467,328.72				-\$467,328.72

FILTER: ((([Act Year]='2026' and [period] in (3))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.???')) and [Cash Act]='10100')



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization City of Medford Date of organization _____ Tax exempt number 8031033

Organization Address (No PO Boxes) 408 2nd Ave SE City Medford State MN Zip Code 55049

Name of person making application Elizabeth Jackson Business phone 507-455-2866 Home phone _____

Date(s) of event June 19-20 Type of organization Microdistillery Small Brewer
 Club Charitable Religious Other non-profit

Organization officer's name Danny Thomas City Medford State MN Zip Code 55049

Organization officer's name Amanda Mueller City Medford State MN Zip Code 55049

Organization officer's name Nicholas Sorensen City Medford State MN Zip Code 55049

Location where permit will be used. If an outdoor area, describe.
Straight River Park - Medford MN

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

1,000,000 / 2,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Medford
City or County approving the license

waived
Fee Amount

Event in conjunction with a community festival Yes No

1348
Current population of city

Elizabeth Jackson
Please Print Name of City Clerk or County Official

Date Approved

June 19-20
Permit Date

cityclerk@medfordmn.com
City or County E-mail Address

Elizabeth Jackson
Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

Proclamation

Whereas, our children represent our greatest hope for the future and Medford, MN remains steadfast in its commitment to the safety and security of our children, families and communities; and

Whereas, of paramount concern to all citizens are the problems of child abuse, neglect and maltreatment, which endanger vulnerable young lives and cause long-lasting damage to a child's physical, emotional and cognitive well-being; and

Whereas, the prevention of child abuse, neglect and maltreatment requires strong partnerships and cooperation among individual citizens, organizations, law enforcement and government agencies at the community, state and federal levels; and

Whereas, there are education and prevention programs that address all categories of child abuse and people in communities across Medford, MN are encouraged to support such efforts that promote a safe and nurturing environment for children and families; and

Whereas, Medford, MN does not tolerate acts of violence against children and continuously strives to enact tougher laws to protect children from abuse, neglect and maltreatment; all citizens are reminded of the many forms of abuse that occur in our society, with greatest concern for the threat of harm to our precious children;

Now, Therefore, I, Danny Thomas, Mayor of the city of Medford, MN, do hereby proclaim the month of April 2026 as

Prevention of Child Abuse Month

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: City Financial Report/Public Works and General Updates

Public Works Updates:

Continued assistance on lift station alarms
Hydrant Flushing
Pool Preparations
Daily Rounds
Water Testing
Safety Training
Equipment Repairs
Minor Street Sweeping
SCADA equipment training
Public Works Building Pre Construction Meeting

City Updates:

Blue Cross CMS Reporting
Lifeguard Hiring
Pool Rates Analysis
1st Quarter Reports
Board of Appeal Meeting
Straight River Days Preparations
PCI Compliance – New Online Bill Pay System
SLFRF Annual Compliance Reporting
Round Table Meeting with Congressman Finstad
Public Works Building Pre Construction Meeting

ORDINANCE NO. 2026-03

CITY OF MEDFORD

AN ORDINANCE CREATING CHAPTER 12 OF THE MEDFORD CITY CODE
REGULATING CHARITABLE GAMBLING

THE CITY COUNCIL OF THE CITY OF MEDFORD, ORDAINS:

1. Medford City Code Chapter 12 is hereby created and the same shall be inserted into the Medford City Code as follows:

“CHAPTER 12
CHARITABLE GAMBLING

SECTION 12.01. PURPOSE AND INTENT.

This chapter is enacted for the following purpose: to promote the health, safety and general welfare of the inhabitants of the city by closely regulating the conduct of lawful gambling.

SECTION 12.02. GAMBLING AS A PRIVILEGE.

Subdivision 1. The City Council finds that lawful gambling is a nuisance-prone activity and, as such, is subject to restrictive regulation.

Subdivision 2. The Council further finds and declares that the ability to conduct lawful gambling and participate in lawful gambling is a privilege rather than a right.

SECTION 12.03. LAWFUL GAMBLING.

Subdivision 1. Adoption by reference. Minn. Stat. Ch. 349, as it may be amended from time to time, relating to charitable gambling and MCAR 7861, the administrative rules adopted pursuant thereto, are adopted by reference.

Subdivision 2. Board. “Board” is the State Gambling Control Board.

Subdivision 3. License required. An organization may conduct lawful gambling if it has a license to conduct lawful gambling and complies with Minn. Stat. Ch. 349, as it may be amended from time to time.

Subdivision 4. Issuance of gambling license. Licenses authorizing an organization to conduct lawful gambling may be issued by the board to organizations meeting these qualifications if the board determines that the license is consistent with the purpose of Minn. Stat. §§ 349.11 to 349.22, as it may be amended from time to time, and meets any of these criteria:

(a) The organization has at least 15 members that are current residents of the city;

(b) The physical site for the organization's headquarters or the registered office of the organization is located within the city and has been located within the city for at least two years immediately preceding application for a license;

(c) The organization owns real property within the city and the lawful gambling is conducted on the property owned by the organization within the city; or

(d) The physical site where the organization regularly holds its meetings and conducts its activities, other than lawful gambling and fundraising, is within the city and has been located within the city for at least two years immediately preceding application for a license.

SECTION 12.04. GAMBLING PROHIBITED UNLESS CITY PERMIT OBTAINED.

No person, except an organization which is licensed by the state or has a valid exemption permit from the state, and which also has a permit or approval from the city, shall conduct lawful gambling within the city. Such city permits shall be obtained each time an exemption permit is sought from the Board. All permits required by this section or state statutes shall be prominently displayed during the permit year at the premises licensed to conduct gambling.

SECTION 12.05. INVESTIGATION AND PERMIT FEE.

All organizations which are exempt from state licensing requirements and are applying for a permit to conduct gambling in the city shall not be required to pay a permit fee to the city.

SECTION 12.99. PENALTY.

(A) A premises permit approved by the city or a bingo hall license approved by the city, or a permit issued by the city to an entity exempt from state licensing may be suspended or revoked for violations of the city code, Minn. Stat. Ch. 349, as it may be amended from time to time, or for failure to meet the qualifications set forth in this chapter, or Minn. Stat. Ch. 349, as it may be amended from time to time, or for failure to comply, for any reason, with any provision, guaranty or claim made in the applicant's original or renewal license application to either the city or the state.

(B) If any organization violates this chapter, such violation or failure shall be grounds for the city to determine that the permit or approval for the organization be suspended, revoked, denied or not renewed.

(C) Any person violating any provision of this section is guilty of a misdemeanor and, upon conviction thereof, shall be punished as defined by state statute."

2. This Ordinance shall be effective immediately upon its passage and publication.

ADOPTED this _____ day of _____, 2026, by the City Council of the City of Medford.

By: _____
Danny Thomas
Mayor

ATTEST:

Elizabeth Jackson
City Clerk/Administrator

CITY OF MEDFORD
RESOLUTION NO. 2026-06
A RESOLUTION APPROVING PUBLICATION OF
ORDINANCE BY TITLE AND SUMMARY

WHEREAS, on March 23, 2026, the City Council of the City of Medford adopted an ordinance entitled “An Ordinance Creating Chapter 12 of the Medford City Code Regulating Charitable Gambling”; and

WHEREAS, the Ordinance is three pages in length; and

WHEREAS, Minnesota Statutes, Section 412.191, Subdivision 4 allows publication by title and summary in the case of lengthy ordinances; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the Ordinance,

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD:

1. The City Council of the City of Medford has adopted an ordinance entitled “An Ordinance Creating Chapter 12 of the Medford City Code Regulating Charitable Gambling”. The following summary clearly informs the public of the intent and effect of the Ordinance:

“ AN ORDINANCE CREATING CHAPTER 12
OF THE MEDFORD CITY CODE
REGULATING CHARITABLE GAMBLING

The Medford City Council has passed an ordinance that sets forth regulations for charitable gambling. The ordinance establishes licensing requirements to conduct lawful charitable gambling within the City.

This is a summary of the Ordinance regulating charitable gambling. A full text of this ordinance is available for public inspection at Medford City Hall during regular office hours.”

2. The City Clerk is directed to publish this summary in lieu of publication of the entire ordinance.
3. The City Clerk is directed to post a copy of the entire text of the Ordinance on the City bulletin board at Medford City Hall for a period of not less than thirty (30) days. In addition, a printed copy of the Ordinance is available for inspection by any person during regular office hours at the Medford City Hall.

Adopted by the Medford City Council on this 27th day of April, 2026.

CITY OF MEDFORD:

By: _____
DANNY THOMAS
Mayor

ATTEST:

ELIZABETH JACKSON
City Clerk/ Administrator



Legend

- Street Names - Small
- MNSTEE005011.sld
- Red: Band_1
- Green: Band_2
- Blue: Band_3



**Straight River
Days Parade**

Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Medford is not responsible for any inaccuracies herein contained.



**BOLTON
& MENK**

Real People. Real Solutions.

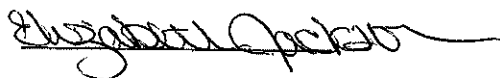


EXHIBIT "A"

HOLD HARMLESS INDEMNIFICATION AGREEMENT

KNOW ALL PERSONS BY THESE PRESENTS that the Medford Civic Club, does hereby agree to be responsible for, and to protect, save harmless, defend and indemnify the City of Medford, a political subdivision of the State of Minnesota, and its agents and employees, from and against any and all losses, personal injury, death and/or other damage, and all fines, penalties, losses, damages, judgments, costs and/or expenses, including reasonable attorney's fees, suffered or sustained by said City of Medford arising therefrom or for which said City of Medford may be held or become liable by reason of injury (including death) to persons or property, or other causes whatsoever, in the event an attempt should be made to hold said City of Medford liable therefore, in connection with the parade, and closing and barricading of Main Street between 2nd St SE to 2nd Ave SE (County Rd 45) to Main St to Central Avenue to 3rd Street SE, Medford on Friday, June 13, 2025, from 5:00 p.m. to 8:30 p.m. for the purpose of the Medford Annual Parade. Said street will be barricaded and closed to through traffic at the direction of the Medford Civic Club.

In the Presence of:

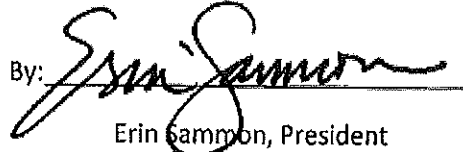


Elizabeth Jackson

City of Medford

Date 4/21/26

Medford Civic Club

By: 
Erin Sammon, President

Date 4-21-26

The Medford Civic Club will provide the City with documentation naming the City as an additional insured on its liability insurance policy.

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: Electric Pump Estimate

It was discovered on April 15, 2026 that both pumps in the Baker lift station had failed. These pumps are absolutely necessary for the lift station to operate properly. I was out of the office on April 16-17. When I returned on April 20th and was informed of the issues at the Baker lift station, I spoke with the City auditor's about the correct course of action. The City auditors stated that when it is an emergency situation that affects residents health or safety, the purchase can be approved by Council retroactively.

After speaking with the City auditors I approved the purchase of two new pumps for the estimated cost of \$29,964.00. The normal process would have been to obtain two quotes and receive Council approval. However, the pumps not operating could have caused severe backups into several homes with wastewater.

I am recommending Council retroactively approve the purchase of the pumps from Electric Pump in the amount of \$29,964.00



QUOTATION		
DATE	NUMBER	PAGE
4/10/2026	0017475	1 of 1

B COM119
 I CITY OF MEDFORD MN
 L 408 2ND AVE SE
 L MEDFORD, MN 55049-9515

T
 O

S CITY OF MEDFORD MN
 H 408 2ND AVE SE
 I MEDFORD, MN 55049-9515
 P

T
 O

Accepted By: [Signature]
 Company: Medford
 Date: 4/14/26
 PO#: _____
 Ship To: _____

ATTENTION:
 JAMIE KROGH 507-456-1738

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

TERMS: NET 30

CUSTOMER REF/PO#			JOB TITLE	SLP	SHIPPING TYPE
041026MML1312			BAKER LIFT STATION, REPLACEMENT FLYGT 3085	JGS/MLL	EP DELIVER
QTY	UM	PART	DESCRIPTION	UNIT PRICE	EXTENDED

RE: REPLACEMENT FLYGT 3085.070.0001-CABLE CHANGE FROM 50' TO 100' AND PUMP RESTAMPED TO 3085.070-0050

2.00	EA	30850700001	FLYGT,PUMP,NON-CLOG NP462-3 3/460/3 50FT FM FLS FV	\$12,538.00	\$25,076.00
2.00	EA	140000407129	FLYGT,MINI-CASII /FUS 120/24VAC 24VDC	\$918.00	\$1,836.00
1.00	EA	5565101	FLYGT,VALVE FLUSH	\$3,052.00	\$3,052.00

LEAD TIME IS CURRENTLY (1-2)WEEKS ARO-SUBJECT TO FACTORY CHANGE

FREIGHT AND INSTALLATION ARE NOT INCLUDED IN THIS QUOTE

THANK YOU, MONICA LINDQUIST
 mlindquist@electricpump.com

CC:JACK STANG / C:(612)563-7276

QTY	UM	PART	DESCRIPTION	UNIT PRICE	EXTENDED
-----	----	------	-------------	------------	----------

***Quote is valid for 30 days.**

*Credit Card Payments over \$5,000.00 are subject to an additional 3% convenience charge.

*All return goods must have written approval from Electric Pump before returning. Credit will not be issued without written approval; if applicable, there will be a Restock Fee.

*Quoted price is subject to any applicable tariff-related increases.

SUB TOTAL: \$29,964.00

TAX:

TOTAL: \$29,964.00

4280 E 14th Street Des Moines, IA 50313-2604
201 4th Ave SW New Prague, MN 56071-2347

*
*

Telephone 515-265-2222
Telephone 952-758-6600

www.electricpump.com

TO: Council

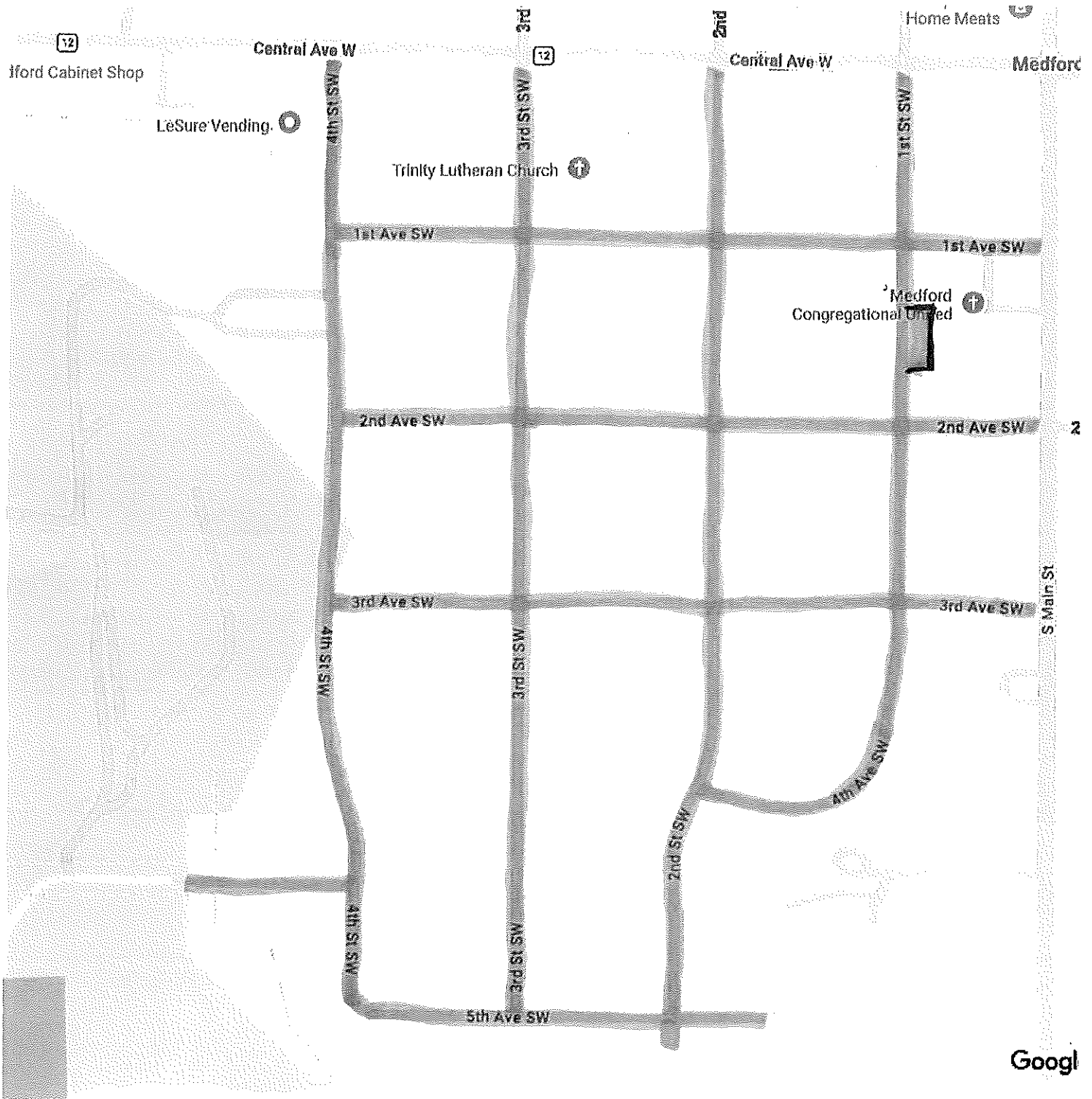
FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: Chip Seal Estimate

The City has received an estimate from Pearson Bros, Inc. for chip sealing of Medford city streets. The current estimate is for \$74,095.64.

I recommend Council authorize up to \$25,000 of chip sealing, as this is what will fit into the street maintenance budget.



Pearson Bros., Inc.

11079 Lamont Avenue N.E. ~ Hanover, MN 55341
Phone: (763) 391-6622 ~ Fax: (763) 391-6627

ATTENTION: Jamey Krogh

PHONE #: 507-456-1738

FAX #: pwd@medfordminnesota.com

JOB LOCATION: Medford
ADDRESS: 408 2nd Ave SE
Medford MN 55049
DATE: April 21, 2026

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR: (37,612) APPROX. SQUARE YARDS OF BITUMINOUS SEAL COATING.

PRE-SEAL: Area to be swept by Pearson Bros., Inc.

LIQUID APPLICATION: Pearson Bros., Inc. will furnish and install CRS-2P Liquid Asphalt at .25 gallons per square yard.

AGGREGATE COVER: Pearson Bros., Inc. will furnish and install 1/8" Trap Rock 15 lbs per square yard.

ROLLING: Entire area shall be rolled with (2) Eleven (11) Wheel Pneumatic Tire Rollers.

PICK- UP SWEEP: Excess rock shall be picked up by and disposed of by Pearson Bros., Inc.

START DATE: No earlier than: May 15, 2026 COMPLETION DATE: No later than: Sep 15th, 2026

We Proposed Hereby to Furnish Material and Labor -- Complete in Accordance with the Above Specifications, for the Sum of: \$74,095.64 37,612 sq yds @ \$1.97 per sq yd

AUTHORIZED SIGNATURE:  Payment Due Upon Completion

TODD BARTELS
PEARSON BROS., INC.

ACCEPTANCE OF PROPOSAL -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE: _____

DATE: _____

Proposal good for 30 days. Please read and initial disclaimer - Bottom right tab

cityclerk@medfordminnesota.com

From: pwd@medfordminnesota.com
Sent: Wednesday, April 22, 2026 2:31 PM
To: 'Elizabeth Jackson'
Subject: FW: Medford 2026 Chip Seal
Attachments: Medford Map 2026.pdf; Medford 2026.pdf

From: Todd Bartels <todd@pearsonbrosinc.com>
Sent: Tuesday, April 21, 2026 3:39 PM
To: pwd@medfordminnesota.com
Subject: Re: Medford 2026 Chip Seal

Jamey:

Ok, looking at my notes I had quoted you a budget # of \$2.10 last year I believe.

The last time we did your project Bolten & Menk engineered it. We were low and did the work. So the chip seal you see in town is 12 years old! (2014)

I used the same spec – 1/8" Trap Rock / CRS-2P / We pre and post sweep / and we keep the sweepings at the end of the job. Let me know if you want them, can't remember if I asked you that??

This is over your budget, so you can pick the streets you want to include. Note – the unit price will increase slightly of you knock off ¼ of the project area.

But I thought I'd start with the entire SW section as discussed.

Give me a call when you get to go over it.

Thanks!

Todd

Todd Bartels
General Manager
Pearson Bros, Inc.
11079 Lamont Ave NE
Hanover, MN 55341
763-391-6622 Office
763-391-6627 Fax
612-363-6206 Mobile

From: Todd Bartels <todd@pearsonbrosinc.com>
Date: Thursday, April 9, 2026 at 2:48 PM

To: "pwd@medfordminnesota.com" <pwd@medfordminnesota.com>

Subject: Medford 2026 Chip Seal

Jamey:

Here's my contact info.

And here's the spray patching referral.

<https://rcmspecialties.com/>

I will be in touch.

Todd Bartels
General Manager
Pearson Bros, Inc.
11079 Lamont Ave NE
Hanover, MN 55341
763-391-6622 Office
763-391-6627 Fax
612-363-6206 Mobile

POOL ANALYSIS

	<u>2023</u>	<u>2024</u>	<u>2025</u>
Swimming Lesson Revenue	\$ 7,184.00	\$ 6,886.00	\$ 5,192.00
Pool Membership Revenue	\$ 8,845.00	\$ 9,979.00	\$ 9,395.00
Daily Admittance Revenue	\$ 3,819.00	\$ 4,366.00	\$ 2,854.00
Pool Party Revenue	\$ 1,820.00	\$ 1,400.00	\$ 600.00
Total	\$ 23,691.00	\$ 24,655.00	\$ 20,066.00
Lifeguard Expense	\$ 36,327.00	\$ 44,828.00	\$ 37,421.00
Annual Repairs/Chemicals	\$ 9,053.00	\$ 19,253.00	\$ 13,471.00
Utility Expense	\$ 4,983.00	\$ 5,347.00	\$ 6,041.00
Phone/Internet	\$ 625.00	\$ 959.00	\$ 1,855.00
Total Expense	\$ 50,988.00	\$ 70,387.00	\$ 58,788.00
Operating Loss	\$ (27,297.00)	\$ (45,732.00)	\$ (38,722.00)

cityclerk@medfordminnesota.com

From: DeMars, Michael (MDH) <michael.demars@state.mn.us>
Sent: Monday, April 6, 2026 9:55 AM
To: Elizabeth Jackson
Subject: RE: Medford Swimming Pool

Good morning Beth,

Thanks for reaching out. The only issue that might arise with the pools is the recent manufacturer changes to main drain covers. They no longer carry the type of cover that you are currently using, so any changes might be rather expensive. I'd recommend consulting with a pool supply company that is familiar with the manufacturer's changes. I cannot remember off the top of my head if your pool has dual main drains, but I do know that the wading pool is a single drain and might need to be upgraded when the time comes for replacement.

Thanks!

Michael DeMars, RS
Public Health Sanitarian III | FPLS, Environmental Health

Minnesota Department of Health
Mobile: 507 216 1096



From: cityclerk@medfordminnesota.com <cityclerk@medfordminnesota.com>
Sent: Wednesday, April 1, 2026 10:40 AM
To: DeMars, Michael (MDH) <michael.demars@state.mn.us>
Subject: Medford Swimming Pool

This message may be from an external email source.

Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

Good Morning,

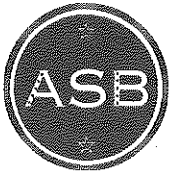
City Council is trying to make future plans and decisions for the swimming pool. Can you tell me if there is anything in the next few years that will be required at the Medford pool to keep it operational from the Department of Health's standpoint?

I have heard some things about required updated drain covers, the condition of the bottom of our pool, the plumbing for our pool. Any guidance would be greatly appreciated.

cityclerk@medfordminnesota.com

From: Brad Thatcher <brad@thatcherpools.com>
Sent: Friday, April 3, 2026 10:57 AM
To: cityclerk@medfordminnesota.com
Subject: Out door swimming pool

Just checking in to see if you received our quote for the new chemical pumps . I would also like to inform you on the state is inspecting all drain covers very closely. Be aware: if yours doesn't pass, upgrading your pool could cost as much as \$4000 to upgrade your pool. While we are on the subject your pool has been losing a lot of water increasing every year. The cost of replumbing the pool could also be very costly. For budgeting purposes, I think you are looking at around \$100,000 or more to do this. This may also require painting and caulking. I would recommend American sand blasting out of the Twin Cities. This pool is very old and will need a lot of tender loving care over the next few years. any ? call me Brad Thatcher Thatcher Pools



AMERICAN SANDBLASTING, INC.

9905 XYLITE STREET NE
BLAINE, MINNESOTA 55449
(763) 784-9584

PROPOSAL

DATE: 4/13/26

PROJECT NAME/LOCATION:

OUTDOOR POOLS

CONTACT INFO: MATHIAS (507) 475-1209

CITY OF MEDFORD
408 - 2ND AVENUE SE
MEDFORD, MN 55049

DESCRIPTION:	TOTAL:
<p>We will furnish labor, equipment and materials to prep as necessary and portable blast the outdoor swimming pool and kiddie pool to prep the surfaces for repainting. We will then furnish and paint the two pools with two coats of epoxy pool paint.</p> <p>We will paint the step edges and belly band in a contrasting color.</p> <p>*Additional Option: We will cut out and re-caulk the seams between the wall panels and between the wall panels and pool shell - Add \$4,000.00</p> <p>We will sweep up and remove our debris from the jobsite at the City of Medford pool located at: 205 - 2nd Avenue NW in Medford, MN.</p> <p>*Any required patching and repair work to be done on a time & material basis determined after our blasting.</p> <p>*We will protect off the unpainted stainless steel wall panels.</p> <p>*We are not responsible for dust or dust cleanup.</p>	17,500.00
<i>Please let us know if you have any questions.</i>	Total: \$17,500.00
<p>Payment Terms as follows: Net/30</p>	

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifics involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our employees are fully covered by Workers Compensation Insurance.

Authorized Signature:

William S. Noren

Note: This proposal may be withdrawn by us if not accepted within 90 days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. I authorize American Sandblasting, Inc. to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____

MEMORANDUM

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: Swimming Pool Rates Increase

Background

The last rate increases were in 2023 and that was for pool rentals and swimming lessons. I recommend the following changes to the 2026 pool rates:

Day/Session Passes: (\$1.00 increase in each rate)

All day pass \$7.00/\$4.00 (kids 3 & under)
Single session pass = \$5.00/\$3.00 (kids 3 & under)
Water Aerobics \$3.00 per session
Adult open swim = \$3.00 per session

Season Passes: (\$5.00 increase in each rate)

Resident – Family = \$110.00
Non Resident – Family = \$135.00
Resident – Individual = \$55.00
Non Resident – Individual = \$60.00
Individual Weekly Pass = \$30.00
Daycare/Sitter Pass = \$20.00

Swimming Lessons: (5.00 increase in each rate)

Resident – Lessons = \$40.00
Non Resident – Lessons = \$55.00
Resident – Tiny Tots = \$25.00
Non Resident – Tiny Tots = \$35.00

Pool Rentals:

\$65.00 first hour (\$5.00 increase)
\$110.00 for 2 hours (\$10.00 increase)

MEMORANDUM

TO: Council
FROM: Elizabeth Jackson
City Administrator
DATE: April 2026
RE: 2026 Pool Wages

Below is the list of pool employees and wages for the 2026 pool season. I recommend Council approve the hiring of the following lifeguards for the 2026 pool season at the following wages:

Returning Lifeguard/WSI	Olivia Ward
Returning Lifeguard/WSI	Bennett Stinocher
Returning Lifeguard/WSI	Jade Laue
Returning Lifeguard/WSI	Lexi Laue
Returning Lifeguard/WSI	Justin Limon
Returning Lifeguard/WSI	James Wegner
Returning Lifeguard	Liam Ahrens
New Lifeguard	Julia Anhorn
New Lifeguard	Jared Sheeler

2026 Pool Season Staff Wages:

WSI & Teach Lessons \$14.50/hour
Returning Lifeguard \$14.00/hour
New Lifeguard \$13.50/hour

cityclerk@medfordminnesota.com

From: Amy Hanzlicek <amyhanzlicek@gmail.com>
Sent: Thursday, April 9, 2026 12:28 PM
To: cityclerk@medfordminnesota.com
Subject: pool job

Hi Beth,

Owatonna is offering me significantly more hours this summer so I will unfortunately have to decline the manager position for the Medford pool. I am so sorry--I really wanted to help get everything on track, but with my son graduating HS here this Spring and moving him to Florida this summer, my days and weekends are already getting filled up and I don't think I will be able to fully commit. Again, so sorry and maybe something will work out in future years.

Thanks again for the opportunity,

Amy Hanzlicek

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: Temporary Premises Extension – Parking Lot

I recommend Council approve a temporary extension of premises for the Medford Municipal Liquor Store parking lot for events.

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: Temporary Premises Extension – Patio

I recommend Council approve a temporary extension of premises for the Medford Municipal Liquor Store patio area.

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: Temporary Premises Extension – Straight River Days Street Dance

I recommend Council approve a temporary extension of premises for the Medford Municipal Liquor Store Straight River Days street dance.



Marshall Office | 504 Fairgrounds Road | Suite 200 | Marshall, MN 56258-1688 | 507-537-7146
800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

April 1, 2026

VIA EMAIL

The Honorable Danny Thomas
Mayor, City of Medford
Medford Wastewater Treatment Plant (WWTP)
408 2nd Ave SE
Medford, MN 55049-9515

RE: Final NPDES/SDS Permit
Permit No. MN0024112
T108N, R20W, Section 8, Medford, Steele County, Minnesota

Dear Mayor Thomas:

This letter is in response to your voluntary request for termination of coverage under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) Permit referenced above received by the Minnesota Pollution Control Agency (MPCA) on February 20, 2026.

Based on evaluation of the justification provided, MPCA staff has determined that coverage under the above-referenced permit will no longer be required for this facility, as the facility is now pumping wastewater to the City of Owatonna for treatment, has properly decommissioned the former Medford WWTP, and is no longer discharging to surface waters. Effective April 1, 2026, permit number MN0024112 is hereby terminated.

Although a permit is not required at the present time, this is not necessarily a permanent situation. Future changes in the operation of your facility which result in a discharge to surface waters of the state may require a NPDES/SDS Permit. In the event that such changes are anticipated, note that a permit application must be submitted at least 180 days before these changes are anticipated to occur.

The Honorable Danny Thomas

Page 2

April 1, 2026

If you have any questions, please contact Melanie Miland, at 507-206-2647 or by email at melanie.miland@state.mn.us.

Sincerely,

Paul Kimman

This document has been electronically signed.

Paul Kimman

Supervisor

South Regional Unit

Municipal Division

PHK/MM:cac

cc: Andrew Fischer, City of Medford (electronic)
Elizabeth Jackson, City of Medford (electronic)
Brandon Theobald, WHKS (electronic)

Andrew Fischer

1735 Wood Duck Ln

Owatonna, MN 55060

3/31/2026

City of Medford

Attn: Elizabeth Jackson

Medford, MN

Dear Ms. Jackson,

I am writing to formally resign from my position with the City of Medford, effective Friday, April 17th, 2026.

With the successful connection to the City of Owatonna and the decommissioning of the wastewater treatment facility nearing completion, I feel this is an appropriate time to step away from my role.

I appreciate the opportunity to have worked with the City of Medford and to support the operation and compliance of the wastewater system. I am grateful for the cooperation and professionalism throughout this transition.

Please let me know if I can assist in any way during the final stages of the transition.

Sincerely,

Andrew Fischer

MEMORANDUM

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: April 2026

RE: Compost Site

Trail cameras have been installed at the compost site. The cameras were installed after several items were "dumped" at the compost site that are not allowed.