

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 Rahrlick, 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.