Regular City Council Meeting
January 27, 2020
7:00 p.m.
City Hall

Members present were Nelson, Sexton, Dempsey, Langeslag, and Bartlett.

Members absent were: none.

City staff and consultants in attendance were Andy Welti, Elizabeth Jackson, James Wicks, Mark Rahrick, and Joe Duncan.

Others attending were Annie Granlund, Chad Merritt, Jeff Karow, Rich Quiring, Amanda Mueller, Kelly Ahrens, Lisa Full, Wayne Maas, Cathi Gasner, Michael Koranda, Michael Prondzinski, John Anhorn, Danny Thomas, Ross Olson, Clayton Just, Dave Kalk, Philip Heim, Jerrie Wencel, Mark Heaser, Joe Dusek, Erin Sammon, Ryan Deering, and Tammy Deering.

Mayor Nelson called the meeting to order at 7:15 p.m.

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations – John Anhorn asked why center turn lanes are needed on the Main Street reconstruction project. Anhorn also asked about sidewalks, loss of trees and loss of property with the Main Street project.

Danny Thomas expressed concern about the Outlet Mall tax base/revenue decreasing and the impact on residential property taxes. Thomas also stated he didn’t want Main Street widened and only parking lanes on one side.

Chad Merritt asked why the turn lanes were necessary on the Main Street project. He also stated widening the road and including sidewalks would take out basically every tree on Main Street. Merritt thanked Council for scheduling another work session for the Main Street Reconstruction Project.

Agenda – Add Item D - Ad Hoc Work Group for HR and Streets/Utilities to New Business.

Motion by Sexton, seconded by Dempsey to approve the agenda as amended. All members voted aye for approval. Motion carried.

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

Mayor Nelson stated a change had been made to the December 23, 2019 minutes to include Nick Sorenson being renewed as a Park Board member.
Approval of the December 23, 2020 regular council meeting minutes and the January 8, 2020 organizational council meeting minutes.

Approval of the December and January city and liquor store bills.

Approval of the December check register numbers E3701-E3727, 15546-15601, and 47976-48063.

Motion by Sexton, seconded by Langeslag to approve the consent agenda as amended. All members voted aye for approval. Motion carried.

Mayor’s Report – City Council had no questions concerning Mayor Nelson’s report.

Planning & Zoning Board – Chairman Quiring reviewed the minutes from the Public Hearing held on January 21, 2020 regarding Todd Nelson’s request for approval of the preliminary plat and zoning designation for 5th Avenue Apartments.

The Planning & Zoning Board recommended Council approve the preliminary plat and zoning designation for the 5th Avenue Apartments.

Motion by Bartlett, seconded by Sexton to approve Todd Nelson’s preliminary plat and zoning designation for the 5th Avenue Addition. Further discussions on single family lots and whether to include an alley is to be discussed as future phases are developed. All members voted aye for approval. Motion carried.

The Planning & Zoning Board reviewed the 2021 Main Street Reconstruction Project to determine whether it complies with the City’s comprehensive plan.

The 2021-01 improvement project included the reconstruction of Main Street in Medford from 2nd Ave NW to 5th Ave SE. The project does not include the construction of any new street.

The Planning & Zoning Board determined the 2021 Main Street Reconstruction Project does comply with the City’s comprehensive plan.

EDA Board - did not meet.

Park Board – Council member Sexton presented the minutes from the January 13, 2020 meeting. Sexton stated Park Board Elections were:

- Jerry Paschke – Chairman
- Nick Sorenson – Vice Chairman
- Secretary – deferred until next Park Board meeting.

Sexton stated the Park Board reviewed old and new projects to work on in 2020.

City Attorney – none.
City Engineer – none.

City Administrator – Administrator Welti presented a memo. Welti stated the MN Department of Agriculture will be presented Emerald Ash Borer workshops on March 2nd and 3rd at Medford’s Central Park.

Welti stated a representative of the Federal Economic Development Administration was in the region recently. CEDA met with the representative. They sought projects for review to determine if they met criteria for grants that were available. Welti stated he submitted the municipal building project for consideration. Welti was informed the City of Medford’s municipal building project did not meet the criteria, nor did several other similar projects submitted by other cities.

Welti stated Minnesota Rural Water Association would be conducting a free energy audit for the City.

City Clerk – Clerk Jackson presented Resolution 2020-05 Designating Election Judges for the 2020 Primary and General Elections.

Motion by Bartlett, seconded by Sexton to approve Resolution 2020-05. All members voted aye for approval. Motion carried.

Public Works – Supervisor Wicks presented a memo. Wicks stated Public Works had been busy with RAS pump failure/rebuilding, daily rounds and sampling, chemical scale, well pump, and effluent flow meter calibrations/recalibrations, snow events, salt/sand events, and attempted ice rink flooding.

Fire Department – John Anhorn stated the recently purchased new Fire Department equipment was in full service.

New Business –

Seasonal Staff – Administrator Welti presented a memo. Welti proposed for Council consideration, the City hire a seasonal part-time public works worker to begin in the spring of 2020 at a rate of $13.94 per hour for no more than 24 hours per week for 16 weeks. The primary duties of this individual would be to paint and perform general maintenance and minor repairs on park and pool equipment and buildings. Council consensus was to revisit this proposal in July 2020.

Reviews of Capital Plans – Administrator Welti presented a memo. Welti reviewed the capital plans for Public Works, Parks, and the Liquor Store. No action was required by Council.

Legal Counsel – Administrator Welti presented a memo. Welti recommended the City hire Brandon Fitzsimmons, Flaherty & Hood P.A., at a rate of $165 per hour. Welti stated the City received a petition from International Operating Engineers Local 49 to unionize certain employees. Welti stated
Mr. Fitzsimmons specializes in labor law and will provide legal counsel on personnel/human resource issues.

Motion by Sexton, seconded by Bartlett to hire Brandon Fitzsimmons, Flaherty & Hood P.A. at a rate of $165 per hour. All members voted aye for approval. Motion carried.

Ad Hoc work group for HR and utilities/streets – Administrator Welti recommended the Ad Hoc work groups would be as follows:
   Streets/Utilities – Chad Langeslag, Mayor Nelson, James Wicks, and Andy Welti.
   HR – Mayor Nelson, Grace Bartlett, and Andy Welti.

Motion by Bartlett, seconded by Nelson to approve the Ad Hoc work groups. All members voted aye for approval. Motion carried.

Motion by Langeslag, seconded by Bartlett to adjourn the meeting at 8:25 p.m. Motion carried.

Regular City Council Meeting – Monday, February 24, 2020, 7:00 p.m.
Goal Setting Session – Wednesday, January 29, 2020, 4:30 – 6:30 p.m.
Board of Appeal and Equalization Meeting – Monday, April 27, 2020, 6:00 p.m.

Minutes approved at ____________________________ meeting.

Submitted by ____________________________ City Clerk.

Signed by ____________________________ Mayor.