

Regular City Council Meeting
January 23, 2023
7:00 p.m.
City Hall

Members present were: Thomas, Mueller, Merritt, Sorensen, and Helgeson.

Members absent were: none.

City staff and consultants in attendance were Petersen, Jackson, Rahrick, and Theobald and Rick Hager.

Others attending were Kay Fate, Jason Winter, Ollie Schmidt, Marie Sexton, and John Anhorn.

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

Pledge of Allegiance.

Concerns/Requests from General Public/Organizations – none

Agenda – Motion by Mueller, seconded by Merritt 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 December 19, 2022 regular and special council meeting minutes and the January 10, 2023 special council meeting minutes.

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

Approval of the December check register numbers E4629-E4647, 16888-16962, and 50548-50665.

Approval of Healthy Seniors of Steele County Temporary Gambling Permit Application.

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

Planning & Zoning Board – did not meet.

EDA Board – did not meet.

Park/Pool Commissioner Report – Council member Sorensen had nothing new to report.

Water/Wastewater Commissioner Report – Council member Merritt requested to schedule a walk thru of the wastewater treatment plant with contract operator Fischer.

Liquor Store Commissioner Report – Council member Mueller stated the new point of sale was installed and operational. The pull tab selection has been expanded. Summer planning of new events is currently underway.

Streets Commissioner Report – Council member Helgeson had nothing new to report.

Fire Department – none.

City Attorney – Attorney Rahrick presented a document that another City utilizes to put items on Council meeting agendas.

City Engineer –

Resolution 2023-02 Approving Plans and Specifications and Ordering Advertisement for Bids – motion by Merritt, seconded by Mueller to approve Resolution 2023-02. All members voted aye for approval. Motion carried.

WWTP Update – Engineer Theobald stated there is still a possibility of connecting to the City of Owatonna and discussions are still underway.

Mayor –

Direct Deposit – Mayor Thomas stated the Medford Bank doesn't have the capability to process direct deposit with the City of Medford's accounting software.

Fire Hall Committee – Mayor Thomas stated he would like to create a fire hall committee. Council consensus was to create the committee with Craig Helgeson as the lead of the committee.

Civic Club Discussion – Mayor Thomas stated he had met with the Civic Club regarding the expenses of Straight River Days that are being incurred by the City of Medford. The Civic Club is working on getting some of these expenses paid through sponsorships for Straight River Days.

Medford School Speed Limit Update – Mayor Thomas stated the 45mph signs are back in place.

Ice Rink Discussion – Mayor Thomas stated he would like to discontinue the ice rink in future years and move the warming house to the sledding hill.

Employee Retention/City Wages – Mayor Thomas stated a special meeting would be held at a later date to discuss city employee benefits.

Enterprise Funds Transfer – Mayor Thomas stated he wanted to use the Liquor Store funds to offset any shortfalls in the current year's budget. Clerk Jackson stated the City Auditors highly advised against doing that, as the liquor store fund does not have a lot of cash in it.

City Administrator –

Public Works/General Update – Administrator Petersen presented a memo to Council.

Contract Operator Resignation – Administrator Petersen presented Andrew Fischer's resignation as contract operator. Fischer stated he would continue to be the contract operator for the City of Medford until Administrator Petersen obtains his wastewater license for \$1,750.00 per month.

Motion by Mueller, seconded by Helgeson to approve extending Andrew Fischer's contract for March 2023 at \$1750 for the month. All members voted aye for approval. Motion carried.

City Clerk –

City Financial Report – Clerk Jackson presented a memo.

Medford Liquor Store Check Acceptance – Clerk Jackson presented a memo stating the City had received several checks in the last few months at the Liquor Store that were returned as NSF. Clerk Jackson recommended Council discontinue allowing checks as a form of payment at the Liquor Store.

Motion by Mueller, seconded by Sorensen to discontinue allowing checks as a form of payment at the Medford Liquor Store effective February 1, 2023. All members voted aye for approval. Motion carried.

Regular City Council Meeting – Monday, February 27, 2023, 7:00 p.m.

Board of Appeal & Equalization Meeting – Monday, April 24, 2023, 6:00 p.m.

Motion by Merritt, seconded by Mueller to adjourn the regular council meeting at 7:56 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.