

Regular City Council Meeting
September 25, 2023
7:00 p.m.
City Hall

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

Members absent were none.

City staff and consultants in attendance were Elizabeth Jackson, Ben Cass, and Brandon Theobald.

Others attending were Emma Nollenberger, Jason Winter, John Anhorn, Dan Simon, Kay Fate, Marie Sexton, and Greg Sanborn.

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

Pledge of Allegiance.

Concerns/Requests from the Public/Organizations- none.

Agenda – add item L, snow plowing, item M, Safety Signs, and item N, City Hall part time help under City Administrator. Motion by Mueller, seconded by Merritt to approve the amended agenda. All members voted aye for approval. Motion carried.

Relief Association Bingo and Horseracing - Dan Simon gave a brief update to City Council regarding the Medford Relief Association having bingo and horseracing at the Medford Liquor Store. Motion by Mueller, seconded by Merritt to approve bingo and horseracing at the Medford Liquor Store. All members voted aye for approval. Motion carried.

Steele Waseca Substation – Administrator Jackson gave a brief update. Steele Waseca has expressed interest in purchasing the piece of land the Medford City Shop is located at. Steele Waseca will bring more information to the next city council meeting.

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

Approval of the August 28, 2023 regular council meeting minutes.

Approval of the August and September city and liquor store bills.

Approval of the August check register numbers E4881-E4944, 17205-17254, and 51202-51299.

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

Zoning Board – The Zoning Board recommended City Council approve the lot split of parcel 16-008-2020. Motion by Merritt, seconded by Sorensen to approve the lot split. All members voted aye for approval. Motion carried.

EDA Board – did not meet.

City Engineer –

Municipal Liquor Store Floor – Engineer Theobald stated a quote package for the repairs would be presented at a future council meeting.

Engineering Contract WWTP Connection – Motion by Muller, seconded by Thomas to approve the \$895,000.00 engineering contract. All members voted aye for approval. Motion carried.

Motion by Mueller, seconded by Helgeson to approve the \$66,000.00 engineering contract. All members voted aye for approval. Motion carried.

Todd Nelson Development Update – Engineer Theobald will follow up with the work being done on the development.

Liquor Store Manager – none.

City Attorney – none.

Mayor – none.

City Administrator –

Ordinance 2023-08 An Ordinance Creating Section 11.30 of the Medford City Code Regulating Use of Cannabis on Public Property – tabled until more State of Minnesota direction is received.

Ordinance 2023-07 An Ordinance Amending Chapter 3.15 of the Medford City Code Governing Private Water and Sewer Systems – motion by Mueller, seconded by Merritt to approve Ordinance 2023-07. All members voted aye for approval. Motion carried.

Jones Greenspace – Motion by Merritt, seconded by Helgeson to have the City Attorney draft a purchase agreement between the City of Medford and Marvin Purrier for \$5000.00 for the sale of the Jones Greenspace to Marvin Purrier. Thomas nay, Mueller yes, Merritt yes, Sorensen yes, Helgeson yes. Motion carried.

Public Works Hours – motion by Sorensen, seconded by Helgeson to make the Public Works hours 6am-3pm Monday thru Thursday and 6am-noon on Fridays permanently. All members voted aye for approval. Motion carried.

General Updates – Administrator Jackson presented a memo.

John Deere Equipment Purchase – motion by Merritt, seconded by Mueller to purchase the John Deere Equipment with the quoted trade INS for \$48,500.00. All members voted aye for approval. Motion carried.

Truth in Taxation Meeting- Administrator Jackson stated the Truth in Taxation meeting would be held at Medford City Hall on December 18, 2023 at 7:00 p.m.

BMI Pay Request #2 – motion by Helgeson, seconded by Merritt to approve pay request #2 for \$162,093.75. All members voted aye for approval. Motion carried.

Quotes for Medford Pool Updates – tabled until the next City Council meeting.

City Administrator PTO – tabled until a later council meeting.

Fire Hydrants – motion by Thomas, seconded by Merritt to authorize the City Administrator to purchase new fire hydrants up to \$16,000.00. All members voted aye for approval. Motion carried.

Snow Plowing – Administrator Jackson stated a letter needed to be sent out to residents stating snow plowing and parking during snow events. Council consensus is for the City Administrator and City Attorney draft a letter and send to residents.

Safety Signs- Administrator Jackson presented options for purchasing “slow down children at play” signs. Council consensus was to talk to Steele County Sheriff’s Department again about individuals speeding through town.

Part Time City Hall – Council consensus was to postpone hiring anyone until January 1, 2024.

Fire Department – none.

Regular City Council Meeting – Monday, October 23, 2023, 7:00 p.m.

Motion by Mueller, seconded by Merritt to adjourn the regular city council meeting at 9:02p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ Meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.