

Regular City Council Meeting
July 26, 2021
7:00 p.m.
City Hall

Members present were Thomas (remotely), Langeslag, Mueller, and Merritt.

Members absent were: Bartlett.

City staff and consultants in attendance were Jed Petersen, Elizabeth Jackson, Mike Bubany, and Mark Rahrck.

Others attending were Marie Sexton, John Anhorn, Lon Thiele, and Annie Granlund.

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

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations – Marie Sexton asked if the intersection of Main Street and Central Avenue could be completed soon as part of the 2021 Main Street Project to avoid problems when school and harvest season start.

Agenda – Addition of Item b under City Administrator – Paving Quote. Motion by Merritt, seconded by Langeslag to approve the agenda as amended. All members voted aye for approval. Motion carried.

Mike Bubany, David Drown & Associates, 2021 Main Street Project

Resolution 2021-12 Authorizing the Issuance, Sale and Delivery of \$1,074,000 G.O. Improvement Bond, Series 2021-A; 2021 Main Street Improvement 2021-01 – Motion by Thomas, seconded by Langeslag to approve Resolution 2021-12. All members voted aye for approval. Motion carried.

Mark Hawkin (R.A.W. Construction) – 2021 Main Street Project Update – Council and residents in attendance asked Mark several questions regarding the progress, schedule, business access signs, etc. relating to the 2021 Main Street Project.

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

Approval of the June 28, 2021 special and regular city council meeting minutes.

Approval of the June and July city and liquor store bills.

Approval of the June check register numbers E4140-E4155, 16191-16232, 49761-49800, and 48333-48383.

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

EDA Commissioner Report – none.

Park & Pool Commissioner Report – Council member Mueller stated the DNR grant was approved. Mueller stated pool attendance had been gone so far for the season.

Water/Wastewater Commissioner Report – Council member Langeslag stated the clay valve had been repaired. All infrastructure for the new water meters had arrived. The fine screen for the wastewater plant has not been delivered yet.

Municipal Liquor Store Commissioner – none.

Street Commissioner - none.

Capital Advisory Board – did not meet.

City Attorney – none.

City Engineer – none. Mayor Thomas requested Administrator Petersen have both Joe Duncan from Bolton & Menk and Brandon Theobald from WHKS attend every council meeting.

Mayor –

MAOSC Membership Renewal – Council consensus was to not renew membership.

Capital Advisory Board – Mayor Thomas gave a brief overview as to what he wants the Capital Advisory Board to be. The individual commissioners and Administrator Petersen are to put together a plan for various projects and bring to the Capital Advisory Board. The Capital Advisory Board will then decide if a recommendation to proceed with the specific project should be brought before Council for final approval.

Administrative Director of Operations Performance Evaluation – Mayor Thomas stated Administrator Petersen had gone above and beyond for the City of Medford and was a great asset. Mayor Thomas recommended Council approve the \$5,000 salary increase for Administrator Petersen effective August 16, 2021.

Motion by Thomas, seconded by Merritt to approve the salary increase for Administrator Petersen. All members voted aye for approval. Motion carried.

City Administrator –

Public Works Update - Administrator Petersen presented a memo giving an update on the Public Works Department.

Paving Quote – Administrator Petersen stated he had received a quote from LaCanne Paving for \$10,700 worth of street patching. Motion by Langeslag, seconded by Merritt to approve and award the street patching to LaCanne Paving in the amount of \$10,700. All members voted aye for approval. Motion carried.

City Clerk –

Illinois Casualty Insurance Quote for Liquor Liability Coverage – Clerk Jackson recommended Council approve the quote from Illinois Casualty Insurance for Liquor Liability Coverage in the amount of \$4,936. Motion by Merritt, seconded by Langeslag to approve the quote. All members voted aye for approval. Motion carried.

City Financial Report – Clerk Jackson presented a memo. Jackson stated the City of Medford had received notification the City of Medford would be receiving approximately \$26,074 from the State of Minnesota for Small Cities Assistance.

Resolution 2021-13 Accepting Minnesota DNR Grant in the Amount of \$21,6001 with a City of Medford Match of \$21,600. – Motion by Mueller, seconded by Langeslag to approve Resolution 2021-13. All members voted aye for approval. Motion carried.

Fire Department – none.

Lon Thiele reminded Council that Night to Unite is August 3, 2021.

Mayor Thomas requested Administrator Petersen choose the best 3 applications for the Public Works Worker position and interview those candidates with Council member Mueller and Merritt. Council will have final approval on which candidate is hired at the special meeting on August 9, 2021.

Regular City Council Meeting – Monday, August 23, 2021, 7:00 p.m.

Motion by Langeslag, seconded by Merritt to adjourn the regular council meeting at 8:10 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.