

Regular City Council Meeting  
March 23, 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, and Mark Rahrack.

Others in attendance were Scott Limberg.

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

Pledge of Allegiance.

Concerns/Requests from the General Public and Organizations: none.

Agenda – Addition of Item L under New Business, Closing City Hall. Addition of Item M, Aflac. Motion by Sexton, seconded by Langeslag to approve the agenda as amended. All members voted aye for approval. Motion carried.

Auditors 2019 Final Audit Report – Erin Enstad went over the 2019 Financial Audit Statement (by phone). Mrs. Enstad gave a brief recap of how all the funds did for 2019. General Fund revenues came in higher than expenditures.

The cash balance of the water and sewer funds continued to increase.

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

Approval of the February 24, 2020 regular meeting minutes and the March 11, 2020 special meeting minutes.

Approval of the February and March city and liquor store bills.

Approval of the February check register numbers E3754-E3773, 15634-15665, and 48148-48216.

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

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

Planning & Zoning Board – did not meet.

EDA Board – did not meet.

Park Board – did not meet.

City Attorney – none.

City Engineer – none.

City Administrator – City Council had no questions concerning Administrator Welti's report.

City Clerk – none.

Public Works – City Council had no questions concerning Supervisor Wicks report.

Fire Department – none.

New Business –

Inflow & Infiltration analysis – tabled.

Resolution 2020-08 Supporting Infrastructure Accountability – Motion by Sexton, seconded by Dempsey to approve Resolution 2020-08. All members voted aye for approval. Motion carried.

Resolution 2020-09 Supporting Bonding Request for Reconstruction Runway 2/20 at the Rochester International Airport – Motion by Nelson, seconded by Dempsey to approve Resolution 2020-09. All members voted aye for approval. Motion carried.

SEMLM Membership – Southeastern Minnesota League of Municipalities is an organization that promotes regional legislative initiatives and provides networking opportunities. Membership is \$40 per year. Motion by Nelson, seconded by Sexton to become a member of SEMLM. All members voted aye for approval. Motion carried.

2020-2021 Straight River Days Parade Route – Administrator Welti presented a memo. Welti stated the Medford Fire Chief, Steele County Sheriff, and the Steele County Highway Department Engineer were all contacted and approved the new route. Motion by Dempsey, seconded by Langeslag to approve the 2020-2021 Straight Rivers Days Parade Route. All members voted aye for approval. Motion carried.

Co Rd. 49 – Administrator Welti presented a memo. Welti stated Steele County is planning to reconstruct Co Rd 49 in 2021. Steele County is asking for the City of Medford's input. Any Council suggestions will be passed onto the Steele County Engineering staff for consideration.

Resolution 2020-10 Approving the Change of Control of Jaguar Communications, Inc. – Motion by Bartlett, seconded by Dempsey to approve Resolution 2020-10. All members voted aye for approval. Motion carried.

Proclamation 2020-01 Declaring a Local Emergency in the City of Medford, Minnesota – motion by Dempsey, seconded by Bartlett to approve Proclamation 2020-01. All members voted aye for approval. Motion carried.

Resolution 2020-11 Extending the period of mayor-declared local emergency. Motion by Sexton, seconded by Bartlett to approve Resolution 2020-11. All members voted aye for approval. Motion carried.

Water Shut-Off – Administrator Welti presented a memo. Welti stated some cities and utilities are deferring water shut offs for a month or more during COVID-19 outbreak. Washing hands and good hygiene are essential to keeping people healthy and preventing the spread of COVID-19. Welti stated

Motion by Dempsey, seconded by Langeslag to defer water shut offs until May 21, 2020. All members voted aye for approval. Motion carried.

Municipal Liquor Store Operations – Administrator Welti presented a memo. Welti stated the Medford Municipal Liquor Store continues to provide off-sale liquor service and pizza for walk-up. The Medford Municipal Liquor Store hours were 11 a.m. to 8 p.m. Monday through Saturday. Welti stated Council could consider what to do going forward with the Medford Municipal Liquor Store during the COVID-19 outbreak. Council consensus was to defer any decisions about hours of operation changes for the Medford Municipal Liquor Store to Administrator Welti and the liquor store manager.

Closing of City Hall during COVID-19 Outbreak – Administrator Welti presented a memo. Welti stated closing the entrance to City Hall was for the safety of staff and the public. Welti stated City business would still be conducted through telephone, email, fax, mail, and online services.

Motion by Langeslag, seconded by Dempsey to close the City Hall entrance during the COVID-19 Outbreak. All members voted aye for approval. Motion carried.

Aflac – Administrator Welti presented a memo. Welti stated the reduction in liquor store hours due to the Governor’s Executive Order in response to COVID-19 will likely result in some employees working very few or no shifts. Council may consider deferring the AFLAC premium payments for one month.

Motion by Sexton, seconded by Langeslag to defer AFLAC premium payments for liquor store employees for one month. All members voted aye for approval. Motion carried.

Regular City Council Meeting – Monday, April 27, 2020, 7:00 p.m.

Board of Appeal and Equalization Meeting – Monday, April 27, 2020, 6:00 p.m.

Motion by Langeslag, seconded by Bartlett to adjourn the Regular City Council meeting at 8:45 p.m.

Minutes approved at \_\_\_\_\_ meeting.

Submitted by \_\_\_\_\_ City Clerk.

Signed by \_\_\_\_\_ Mayor.