

City of Medford Regular Meeting Agenda*

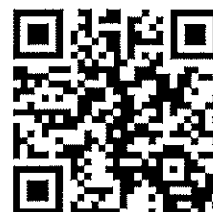
November 25, 2024, 7:00 PM



- I. Call to Order
- II. Pledge of Allegiance
- III. Concerns/Requests from the General Public and Organizations
- IV. Approval of Agenda
- V. Ethan Rindfleisch – Steele County Public Health
- VI. Owatonna Snowmobile Club
- VII. Approval of Consent Agenda *(All items listed are considered routine or non-controversial by the Council and will be approved by one motion. There will be no separate motion on these items unless a council member, city staff, or citizen so requests, in which case the item will be removed from the consent agenda and be considered in its normal sequence of the agenda. All items approved by majority vote unless noted.)*
 - A. Approval of Minutes
 - B. Approval of City and Liquor Store Bills
 - C. Approval of Check Register
 - D. Resolution 2024-25 A Resolution Accepting Donation from Tralo Companies for a Connex Box valued at \$8,000.00 for the Medford Fire Department.
 - E. Resolution 2024-26 A Resolution Accepting Donation from Compeer Financial in the amount of \$4,000.00 for the Medford Fire Department.
 - F. Resolution 2024-27 A Resolution Accepting Donation from Armer Equipment in the amount of \$40,000.00 for the Medford Fire Department.
 - G. Resolution 2024-28 A Resolution Accepting Donation from Taylor Family Farms Foundation, Inc. in the amount of \$15,000.00 for the Medford Fire Department.
 - H. Resolution 2024-29 A Resolution Accepting Donation from the Medford Fire Relief Association in the amount of \$2,663.04 for the Medford Municipal Liquor Store.
- VIII. Council Committees/Reports
 - A. Planning & Zoning Report
 - B. EDA Commissioner Report
- IX. Department Reports
 - A. Fire Department
 - i. 2025 Township Fire Contracts
 - ii. Replace Tanker Truck Purchase Authorization
 - iii. Fire Department Rates and Run Charges
 - B. City Engineer
 - i. Roundabout Landscape Discussion
 - C. City Attorney
 - D. Council Member Items
 - E. Administration Department
 - i. Mayor
 - a. City Administrator Performance Evaluation Discussion
 - b. Park Playground Equipment Discussion
 - c. PTO Payout – City Administrator
 - i. City Administrator
 - a. Public Works/City General Updates
 - b. End of Year Pool Memo – Donation Request from Medford Fire Relief Association
 - c. 2025 Meeting and Holiday Schedules
 - d. Resolution 2024-24 Designating Polling Place for the 2025 Elections
 - e. Councilmember Elect Paige Butterfield Resignation
 - f. Councilmember Vacancy Posting
- XIII. Next Meeting Dates
 - A. Truth in Taxation Meeting – Monday, December 23, 2024, 7:00 p.m.
 - B. Regular City Council Meeting – Monday, December 23, 2024, 7:00 p.m.
- XIV. Adjournment

Shaping a Healthy Future for Steele County

Help Steele County Public Health define our community's top health priorities by choosing the 5 issues you believe are most important for us to address. Fill out a paper form or scan this QR code to complete an online version:



Healthcare Access



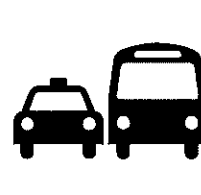
Access to Dental Care



Nutrition & Food Security



Safe & Stable Housing



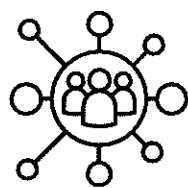
Reliable Transportation



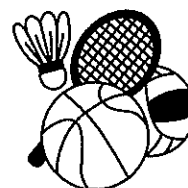
Mental Health & Well-Being



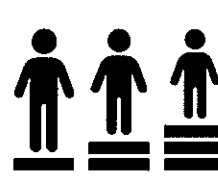
Substance Abuse



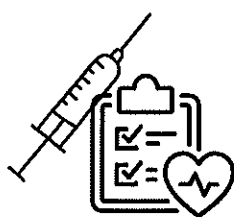
Social Connection



Physical Activity



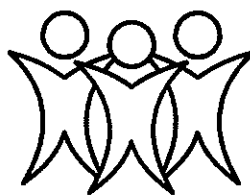
Health Equity & Disparities



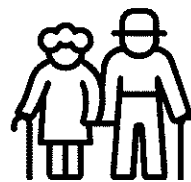
Vaccinations & Screenings



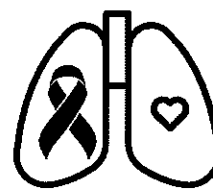
Maternal & Infant Health



Youth & Teen Health



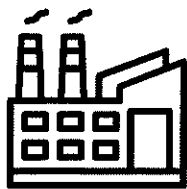
Older Adult Health



Chronic Diseases



Air & Water Quality



Workplace Wellness



Crime & Violence



Traffic Safety



Emergency Preparedness



Public Health
Prevent. Promote. Protect.
Steele County Public Health

General Health Perceptions

1. What do you believe are the top three health concerns in Steele County? Why do you think these are the top concerns?
2. What aspects of health and well-being are most important to you and your community?
3. Are there any groups within the community (e.g., elderly, youth, low-income, rural residents, non-English speakers) whose health needs are not being adequately addressed?

Community Strengths and Challenges

1. What are some of the strengths of our community when it comes to health and well-being?
2. What challenges or obstacles do you think prevent people in your community from achieving their best health?
3. If you could make one change to improve health and well-being in our community, what would it be?
4. What types of programs or initiatives do you think would most benefit our community's health?

Access to Healthcare and Services

1. What are some barriers that residents face when trying to access healthcare services (e.g., primary care, mental health, dental care)?
2. Are there specific services or programs that you feel are lacking or need improvement?
3. How easy or difficult is it for residents in your city to access these programs and services?

Active Living

1. What opportunities for physical activity are available and accessible to residents of [city]?
2. What challenges do residents in [city] face when it comes to staying physically active?

Healthy Eating

1. What challenges/barriers do residents of [city] face when it comes to healthy eating and nutrition (e.g., cost of healthy food, lack of nutrition education, availability of healthy food options)?
2. How can we improve access to fresh, local produce and other healthy food options in Steele County?

Substance Use & Abuse

1. What are the most pressing substance use issues in our County – alcohol, tobacco, vaping, cannabis/marijuana, other illicit drugs?
2. How can we better support individuals and families dealing with substance use issues?

Mental Health & Well-Being

1. What mental health challenges are present in [city]?
2. What can be done to increase access to mental health services?
3. How can are community promote mental well-being and reduce stigma around mental health issues?

Environmental Health, Disease Prevention & Control, Public Health Emergency Preparedness

1. What environmental health concerns do you feel are most pressing in the community (e.g., drinking water quality, air pollution, waste management, unlivable housing conditions, wildlife/animal control, zoonotic/vector-borne diseases)?
2. How well-prepared do you feel the community is to respond to public health emergencies such as disease outbreaks and addressing health aspects of natural disasters or chemical spills?
3. What are the most significant gaps in our community when it comes to resources and services to protect your environmental health, infectious disease prevention, and public health emergency preparedness?

Rural Health

1. What are some unique health challenges faced by residents in our rural community compared to the Owatonna area?
2. How can healthcare services be improved or expanded to better serve our rural population?

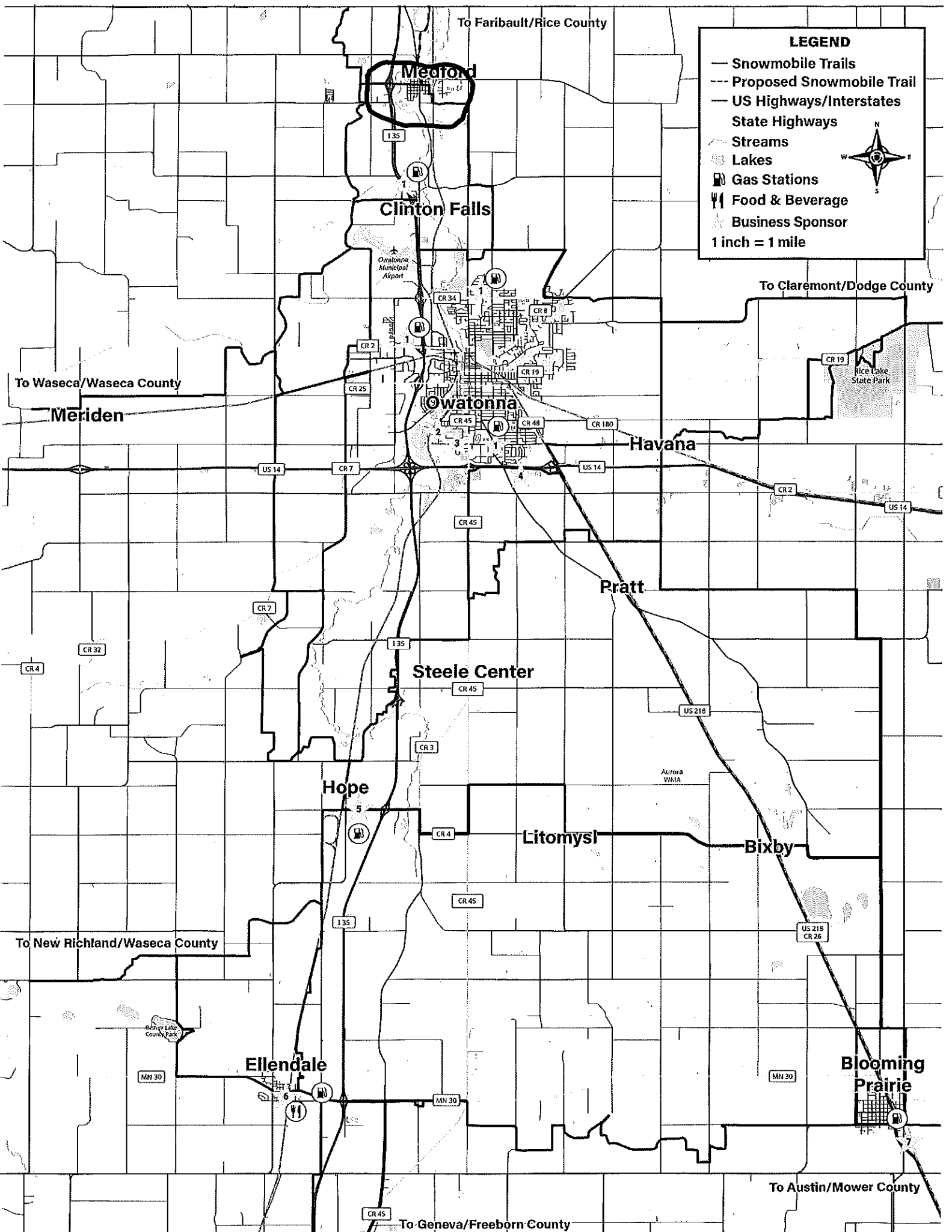
Older Adult Health

1. What barriers do older adults face in accessing healthcare, social services, or community resources in rural areas?
2. How can our community better support aging in place, allowing older adults to remain in their homes and communities as they age (e.g., home healthcare, transportation services, homemaking, caregivers)?

From: cody Halverson <cody.halverson20@gmail.com>
Sent: Tuesday, November 19, 2024 7:51 PM
To: cityclerk@medfordminnesota.com
Subject: Medford snowmobile trail
Attachments: proposal.pdf

Currently the Steele county Snowmobile trail Administration does not groom the trail through Medford attached is the current trail location and a potential future trail. We had tried to get some sponsorship for our trail maps, and they were hesitant due to the lack of snowmobile traffic. They suggested that we bring it to your attention. It could also be beneficial to accouple of the other businesses in your town. We are open to other suggestions to try and make this possible.

Thank you



LEGEND

- Snowmobile Trails
- - - Proposed Snowmobile Trail
- US Highways/Interstates
- State Highways
- ~ Streams
- Lakes
- ⛽ Gas Stations
- ☺ Food & Beverage
- ★ Business Sponsor

1 inch = 1 mile



To Faribault/Rice County

To Claremont/Dodge County

To Waseca/Waseca County

To New Richland/Waseca County

To Austin/Mower County

To Geneva/Freeborn County

Clinton Falls

Owatonna

Havana

Pratt

Steele Center

Hope

Litomysl

Bixby

Ellendale

Blooming Prairie

Medford

Meriden

Rice Lake State Park

Aurora WMA

Boyer Lake County Park

135

US 14

CR 45

US 218

135

US 218
CR 26

MN 30

MN 30

MN 30

CR 45

CR 4

CR 32

CR 7

CR 7

CR 180

CR 2

US 14

CR 34

CR 8

CR 19

CR 2

CR 25

CR 45

CR 48

CR 3

CR 45

CR 45

CR 4

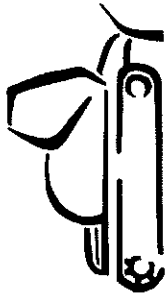
CR 6

CR 7

Otisbome Municipal Airport

CR 45

STEELE COUNTY SNOWMOBILE TRAIL MAP



**Steele County
Trail Association Inc.**
9028 SW 37th Ave
PO Box 146
Hope, MN 56046
507-446-0587

STEELE COUNTY



SNO-BLAZERS



FOLLOW US
ON FACEBOOK

Steele County Snowmobile Trail Systems

Medford

- 1-15 MPH speed limit
- No riding on streets between the hours of 11:00 PM to 7:00 AM unless on marked trails or going directly to or from marked trail to destination.

Ellendale

- 1-20 MPH speed limit
- No riding on streets between the hours of 11:00 PM to 7:00 AM unless going directly to residence or directly out of town.

Owatonna

- 1-15 MPH speed limit
- Unlawful to operate snowmobile within city limits between the hours of 11:00 PM to 7:00 AM
- Downtown area off limits between Oak-Mill-Rose and Grove Streets
- Must stop at all intersections

Blooming Prairie

- Speed limit 20 MPH on streets
- No riding on streets from 10:30 PM to 7:00 AM unless riding directly to residence

INFORMATION EMERGENCY 911

Steele County Sheriff: 507-461-8223
Rice Lake Park DNR: 507-455-5871
Steele County Trails Coordinator: 507-446-0587

This trail system is a Grant-in-Aid Trail System Funded by the Minnesota Department of Natural Resources. The DNR does not endorse any advertisers on this map.

These Trails have been secured and markers maintained by volunteers from the snowmobile clubs in Steele County. Please do not tamper with or remove these markers.

Developed and Maintained by the
Steele County Trails Association

- Use the trails in the city limits whenever possible.
- Check with local government bodies for law changes.
- Please respect private property stay on marked trails
- Obey all state laws and local ordinances
- Do not operate snowmobile on state or county highways
- Do not litter
- Be Courteous
- Have a safe ride!

Kwik Trip™

Owatonna, MN • 24 Hour Gas

Huyco®

91 Octane Now Available at Our Pumps
1620 S Cedar Ave Owatonna, MN 56060 • 507-451-9158
Be sure to follow us on Facebook



Snowmobile Parts Dealer
2010 S Cedar Ave, Owatonna, MN 56060
507-456-8180



Arctic Cat & Yamaha Dealer
2299 Austin Rd, Owatonna, MN 56060

Krause Feed & Supplies

9352 SW 37th Ave Hope, MN 56046
507-451-3043



**RJ's on 5th Ave
Bar & Grill**

217 5th Ave Ellendale, MN 56026
507-684-9422



Snowmobile Parts Dealer
635 6th St SE Blooming Prairie, MN 55917
507-583-2712



MARKETING
IF YOU CAN DREAM IT, WE CAN DO IT.
110 HIGHWAY N, BLOOMING PRAIRIE
(507) 585-7713 • WWW.USEKIK.COM

Owatonna AUTO CLINIC

507-414-AUTO
Kevin Sliker
owatonnaautoclinic.com
902 Hoffman Drive Owatonna, MN 56060

TERRY EVANS & ASSOCIATES, INC

Accounting and Tax Services

121 W Main Street Suite B Owatonna, MN 56060
Office: 507-451-8070 | Fax: 507-455-1178
terevans@evanstaxservice.com



Office: 507-465-8376
Rick Bohlen: 507-402-6766
James Bohlen: 507-475-2430
Email: bohlenph@hickorytech.net



12880 SW 72nd Ave Ellendale, MN 56026
800-358-4902



4003 Crane Creek Rd
Owatonna, MN 56060
507-451-1444



comfortable dentistry
Owatonna
1110 Central Ave
Phone: 507-451-1000
Fax: 507-451-1001
New Richmond
301 Main St
Phone: 952-750-1250
Fax: 952-750-1252

Brad Kubat
On-Air Personality/Sales Exec.
bradk@kowonline.com
225 Cedarvale Drive
Owatonna, MN 56060
Office: 507-444-9224
Cell: 507-390-5043



Owatonna, MN
507-475-2299



Brad Flemming, Owner

2205 Austin Rd
Owatonna, MN 56060
Email: brad.flemming@gmail.com
abcseamless.com

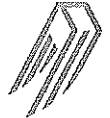
Bus: 507-455-0216
Toll Free: 800-559-2316
Contractor Lic # P-20788875



Residential Farm Industrial Commercial
800-801-1387 • 507-451-1387



SW 93rd St Hope, MN 56046
507-414-0036



3103 Hoffman Dr NW Owatonna, MN 56060
507-451-3021



3249 County Hwy 45 Owatonna, MN 56060
507-676-4595



Largest Ice Castle Dealer in Southern Minnesota
3419 N County Rd 45 Owatonna, MN 56060
507-323-4730



Chevrolet Dealer in Owatonna, Minnesota
3700 Frontage Rd W, Owatonna, MN 56060
507-283-7792

**Thank you to
our sponsors**

Regular City Council Meeting
October 28, 2024
7:00 p.m.
City Hall

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

Members absent were none.

City staff and consultants in attendance were Elizabeth Jackson, Mark Rahrick, Brandon Theobald, and Tom Harris.

Others attending were Judy Bauer, Dyann Reinhard, Bryan Duncan, Marie Sexton, Mark Heaser, Roberta Fitzgerald, Phil Kasparek, John Anhorn, Corey Samora, Tony Cassen, and Josh Hanzlicek.

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

Pledge of Allegiance.

Concerns/Requests from General Public/Organizations – Mayor Thomas recognized all First Responders for First Responders Day.

Agenda – Motion by Mueller, seconded by Sorensen 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 September 23, 2024, regular city council meeting minutes.

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

Approval of check register numbers E5350-E5406, 17799-17829, and 52330-52422.

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

Zoning Board – did not meet.

EDA Board – did not meet.

Fire Department – none.

City Engineer –

Steele County Road 23 Project – council consensus was to have Engineer Theobald and Administrator Jackson talk to Paul Sponholz at Steele County about possibly delaying the project until 2026.

Wastewater Regionalization Project 2ND Street Special Assessments – Engineer Theobald updated Council on the wastewater project and stated a portion of 2nd street would be affected during the construction. Council consensus was not to apply special assessments to the property owners as this is a wastewater project, not a street project.

Wastewater Regionalization Project – add curb and gutter on 2nd St from Central Avenue to 3rd Avenue – Engineer Theobald asked for Council direction on adding curb and gutter. Council consensus was not to add curb and gutter.

City Attorney – none.

Mayor – none.

City Administrator –

Public Works/General Updates – Administrator Jackson presented a memo.

FEMA Update- Administrator Jackson presented a memo updating the Council on the progress on FEMA reimbursing the flood expenses.

Drug Policy Handbook Update – Attorney Rahrck presented an updated drug policy for the employee handbook. Motion by Sorensen, seconded by Merritt to approve the updated drug policy. All members voted aye for approval. Motion carried.

Regular City Council Meeting – Monday, November 25, 2024, 7:00 p.m.

Motion by Mueller, seconded by Merritt to adjourn the regular council meeting at 7:22 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.

Special City Council Meeting
November 14, 2024
6:00 p.m.
City Hall

Members present were Thomas, Merritt, Sorensen, and Winter.

Members absent were Mueller.

City staff and consultants in attendance were Elizabeth Jackson.

Others attending were none.

Mayor Thomas called the meeting to order at 6:00 p.m.

Administrator Jackson presented the Canvassing results for the November 5, 2024 election.

Resolution 2024-23 Approval of Resolution Certifying November 5, 2024 Election Results – motion by Merritt, seconded by Winter to approve Resolution 2024-23. All members voted aye for approval. Motion carried.

Concrete Repair Estimate – motion by Merritt, seconded by Sorensen to approve the estimate from Wutschke Construction & Painting LLC for \$6,200.00 for a driveway repair at 510 West Central Ave. All members voted aye for approval. Motion carried.

Motion by Winter, seconded by Sorensen to adjourn the special council meeting at 6:05 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.

CITY OF MEDFORD BILLS FOR OCTOBER 2024

		<u>Paid</u>	<u>Unpaid</u>
Ace Industrail	welding	\$1,106.81	
Amazon	public works	\$70.15	
Ancom	Fire dept	\$451.71	
Alex Air	Fire dept	\$223.30	
Anhorn's Gas & Tire	public works	\$521.09	
Anhorn's Gas & Tire	Fire dept	\$121.46	
Ballstadt	weed control- roundabouts	\$1,321.47	
B & B Pumping & Portables, Inc	handicap portable toilet	\$330.00	
Blue Cross	health insurance	\$4,702.72	
CarrotTop	flags	\$189.66	
Carquest	public works	\$539.26	
CCS	call service	\$100.05	
Cintas	public works	\$215.46	
Eaton Bros	biosolids	\$15,000.00	
Centerpoint		\$901.29	
Culligan		\$78.26	
Colonial Life	insurance	\$56.82	
Delta Dental	insurance	\$273.16	
Fastenal	public works	\$325.73	
Flom Disposal		\$358.92	
Fleet Farm	public works	\$2.45	
Gopher State One-Call	locates	\$70.20	
Earl F Andersen	signs	\$145.30	
Ernie's Canvas	wwtp tarp	\$128.00	
Google	emails	\$79.20	
Crysteele	plow truck	\$21.10	
First State Bank	safe deposit box rent	\$40.00	
Hawkins	chemical	\$2,066.99	
Imperial Dade	public works	\$284.37	
Innovative	office supplies		
Jaguar Communications	phone/internet	\$682.56	
Lowe's	public works	\$544.93	
League of MN Cities	membership dues	\$623.00	
Nagel Sod	black dirt	\$57.98	
MacQueen Emergency	Fire dept	\$4,670.57	
MN Dept of Revenue	sales tax	\$7.00	
Mike Prondzinski	Fire dept	\$32.19	
MN Rural Water	membership dues	\$498.75	
Integrity Materials	concrete recycling	\$52.06	
Marathon Tech	computer support	\$363.36	
MN Dept of Revenue	3rd qtr water tax	\$463.00	
MN Fire Service	recertifications - fire dept	\$52.50	
Morton Salt	road salt	\$2,469.80	
KLM	water tower	\$6,725.00	
Postmaster	postage	\$353.00	
Steve James Excavating	water value	\$158.75	
Riteway	W2s/1099s	\$252.00	
Smith, Tollefson, Rahrlick, & Cass	attorney fees	\$4,347.60	
Steele County GIS	GIS Maps	\$400.00	
Steele Waseca		\$6,311.75	
Steele County Information Network	EDA Sign	\$400.00	
Sherwin Williams	paint	\$88.76	
Purrier Concrete	sidewalk repairs	\$10,875.00	
UPS	samples	\$43.22	
US Bank	city hall copier	\$135.89	
Utility Consultants	testing	\$2,399.34	
Verizon	cell phones	\$215.86	
Winsock	winsock for WTP	\$101.96	

CITY OF MEDFORD BILLS FOR OCTOBER 2

WHKS	engineering	\$66,610.00	
	Total	\$139,660.76	\$0.00

Approved by City Council on Monday, November 25, 2024

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

LIQUOR STORE BILLS FOR OCTOBER 2024

<u>MISCELLANEOUS</u>	<u>Paid</u>	<u>Unpaid</u>
Paige Butterfield	\$100.00	
Cashwise	\$95.47	
Walmart	\$63.13	
Jenny Amberg	\$200.00	
Centerpoint	\$65.16	
Dr Fresh Tapp	\$130.00	
Erica Johnson	\$200.00	
Culligan	\$110.81	
Nola Olson	\$700.00	
Electro Watchman Inc	\$298.02	
Cintas	\$228.30	
Huber	\$172.68	
Amazon	\$102.90	
MN Dept of Health	\$517.50	
MN Dept of Public Safety	\$20.00	
Faribo AC & Heating	\$721.00	
Midco	\$355.88	
Pryes Brewing	\$66.50	
Mike Poot	\$400.00	
Minnesota Dept of Revenue	\$4,305.00	
Breakthru Beverage	\$257.20	
Sams Club	\$154.63	
Shari Stromme	\$250.00	
Stuart Bohlman	\$550.00	
Star Music	\$340.00	
Tips For Cancer	\$250.00	
Southern MN Glazers	\$325.94	
Shamrock	\$443.75	
Steele Waseca	\$708.12	
Townsquare Media	\$240.00	
Flom Disposal	\$480.00	
Total	\$12,851.99	\$0.00
 <u>FOOD</u>		
Kline Distributing		
Heggies Pizza	\$993.55	
Hermel Wholesale	\$3,504.88	
Pepsi		
Total	\$4,498.43	\$0.00
 <u>BEER</u>		
College City Beverage	\$14,907.39	
Northern Beverage	\$3,188.55	
Locher Bros/Dahlheimer Inc	\$1,196.80	
Total	\$19,292.74	\$0.00
TOTAL	\$36,643.16	\$0.00

Approved by City Council on Monday, November 25, 2024

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

CITY OF MEDFORD BILLS FOR NOVEMBER
2024

		<u>Paid</u>	<u>Unpaid</u>
Banyon Data Systems	billing software	\$2,649.00	
Amazon	office		
Anhorn's Gas & Tire	fire dept		\$34.49
Anhorn's Gas & Tire	public works		\$595.11
B & B Pumping & Portables, Inc	handicap toilet		
Blue Cross	health insurance		\$4,702.72
Ancom	fire dept	\$4,985.00	\$122.20
CCS	call service	\$105.05	
Carbonite	backup		
Centerpoint			\$480.04
Culligan			\$146.47
Colonial Life	insurance		
City of Blooming Prairie	grant writer		\$800.00
Delta Dental			\$273.16
EDA Board	board pay		\$805.00
Electric Pump	lift stations		
Flom Disposal	garbage		
First State Bank of Red Wing	safe deposit box rent		
Google	emails		
Hawkins	ferric chloride		\$2,629.74
Karin Anderson Grant Writing	fire dept	\$1,000.00	
Jaguar	phone/internet		\$705.05
League of MN Cities	work comp adjustment		\$2,064.00
MN Dept of Health	pool/muni		\$870.00
Minnesota Dept of Health	connection fees		\$1,215.00
MacQueen	fire dept		\$6,212.57
MN State Fire Dept	dues	\$225.00	\$340.00
Northland Farm Systems	public works		\$126.66
Postmaster	postage		
Steele County Information Network	EDA Sign	\$400.00	
Steele Waseca			
Seykora	street patching		\$72,219.34
US Bank	city hall copy machine		
UPS	samples		
Utility Consultants	testing		
Wigham Trucking	street sweeping		\$2,625.00
WHKS	engineering		\$9,865.00
Verizon	cell phones	\$215.93	
Zoning Board	board pay		
			\$595.00
	Total	\$9,579.98	

Approved by City Council on Monday, November 25, 2024

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

LIQUOR STORE BILLS FOR NOVEMBER 2024

<u>MISCELLANEOUS</u>	<u>Paid</u>	<u>Unpaid</u>
Aldis		
Angie Bohlman		
Erica Johnson		
Block Plumbing		
Cashwise		
Centerpoint		\$93.76
Culligan		\$39.82
Cintas		136.54
Dr Fresh Tap		195.00
Minnesota Dept of Revenue		
Nola Olson		
Soul Fire		300.00
Shamrock		167.50
Steele Waseca		
Townsquare Media		
Walmart		
Flom Disposal		
	\$480.00	
Total	\$480.00	\$932.62
 <u>FOOD</u>		
Kline Distributing		
Heggies Pizza		\$348.00
Hermel Wholesale		\$997.38
Pepsi		
	\$0.00	\$1,345.38
Total	\$0.00	\$1,345.38
 <u>BEER</u>		
College City Beverage		\$8,358.55
Northern Beverage		\$1,907.65
Dahlheimer Beverage		\$1,530.75
	\$0.00	\$11,796.95
Total	\$0.00	\$11,796.95
 TOTAL		
	\$480.00	\$14,074.95

Approved by City Council on Monday, November 25, 2024

Elizabeth Jackson, City Clerk

Danny Thomas, Mayor

Checks for Month

10100 Cash

Since OCTOBER 2024

Begin Balance (\$933,629.90)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
052430	TIPS FOR CANCER	9/30/2024	\$250.00	110-4-24Music	muni music	-\$933,879.90
052431	ALEX AIR APPARATUS 2 LLC	10/8/2024	\$223.30	10-8-24 Bills	fire dept	-\$934,103.20
052432	AUTOMATIC SYSTEMS CO.	10/8/2024	\$777.50	10-8-24 Bills	WWTP - BLOWERS	-\$934,880.70
052433	B & B PUMPING & PORTABL	10/8/2024	\$160.00	10-8-24 Bills	handicap toilet	-\$935,040.70
052434	BALLSTADT ENTERPRISES	10/8/2024	\$285.87	10-8-24 Bills	weed control	-\$935,326.57
052435	BLOCK PLUMBING & HEATIN	10/8/2024	\$440.00	10-8-24 Bills	muni	-\$935,766.57
052436	BREAKTHRU BEVERAGE MN	10/8/2024	\$257.20	10-8-24 Bills	liquor for re sale	-\$936,023.77
052437	CAR QUEST	10/8/2024	\$539.26	10-8-24 Bills	public works	-\$936,563.03
052438	CCS	10/8/2024	\$100.05	10-8-24 Bills		-\$936,663.08
052439	CENTERPOINT	10/8/2024	\$979.81	10-8-24 Bills	6044309	-\$937,642.89
052440	CINTAS	10/8/2024	\$228.30	10-8-24 Bills		-\$937,871.19
052441	CITY OF OWATONNA	10/8/2024	\$548.57	10-8-24 Bills	fire dept	-\$938,419.76
052442	COLLEGE CITY BEVERAGE,	10/8/2024	\$6,993.85	10-8-24 Bills		-\$945,413.61
052443	COLONIAL LIFE	10/8/2024	\$56.82	10-8-24 Bills		-\$945,470.43
052444	CORE & MAIN, LP	10/8/2024	\$138.60	10-8-24 Bills	hydrant oil	-\$945,609.03
052445	D & D YARD SERVICE LLC	10/8/2024	\$1,500.00	10-8-24 Bills	tree removal	-\$947,109.03
052446	DAHLHEIMER BEVERAGE LL	10/8/2024	\$2,007.15	10-8-24 Bills		-\$949,116.18
052447	DR. FRESH TAP	10/8/2024	\$65.00	10-8-24 Bills		-\$949,181.18
052448	EATON BROS LLC	10/8/2024	\$15,000.00	10-8-24 Bills		-\$964,181.18
052449	ERICA JOHNSON	10/8/2024	\$200.00	10-8-24 Bills	muni cleaning	-\$964,381.18
052450	FARIBO AIR CONDITIONING	10/8/2024	\$721.00	10-8-24 Bills	Muni cooler	-\$965,102.18
052451	FLOM DISPOSAL SERVICE	10/8/2024	\$643.65	10-8-24 Bills		-\$965,745.83
052452	GOPHER STATE ONE-CALL	10/8/2024	\$29.70	10-8-24 Bills		-\$965,775.53
052453	HACH COMPANY	10/8/2024	\$605.45	10-8-24 Bills	testing supplies	-\$966,380.98
052454	HAWKINS	10/8/2024	\$4,623.58	10-8-24 Bills	chemicals	-\$971,004.56
052455	HEGGIES PIZZA	10/8/2024	\$549.95	10-8-24 Bills		-\$971,554.51
052456	HERMEL WHOLESALE	10/8/2024	\$2,669.91	10-8-24 Bills		-\$974,224.42
052457	HM CRAGG	10/8/2024	\$762.62	10-8-24 Bills	water treatment plant	-\$974,987.04
052458	HUBER SUPPLY CO., INC	10/8/2024	\$154.79	10-8-24 Bills		-\$975,141.83
052459	imperial dade	10/8/2024	\$171.93	10-8-24 Bills	public works	-\$975,313.76
052460	INNOVATIVE OFFICE SOLUT	10/8/2024	\$82.76	10-8-24 Bills		-\$975,396.52
052461	INTEGRITY MATERIAL SALE	10/8/2024	\$52.06	10-8-24 Bills	recycled concrete	-\$975,448.58
052462	LEAGUE OF MINNESOTA CIT	10/8/2024	\$623.00	10-8-24 Bills	membership dues	-\$976,071.58
052463	LOWES BUSINESS ACCOUN	10/8/2024	\$734.90	10-8-24 Bills	public works	-\$976,806.48
052464	MACQUEEN EMERGENCY G	10/8/2024	\$4,670.57	10-8-24 Bills	fire dept	-\$981,477.05
052465	MARATHON TECH CO	10/8/2024	\$114.18	10-8-24 Bills		-\$981,591.23
052466	MIDCONTINENT COMMUNIC	10/8/2024	\$380.89	10-8-24 Bills	Muni	-\$981,972.12
052467	NOLA OLSON	10/8/2024	\$600.00	10-8-24 Bills	muni cleaning	-\$982,572.12
052468	NORTHERN BEVERAGE DIS	10/8/2024	\$1,752.00	10-8-24 Bills		-\$984,324.12
052469	OWATONNA PEOPLE S PRE	10/8/2024	\$142.65	10-8-24 Bills	publications	-\$984,466.77
052470	PAIGE BUTTERFIELD	10/8/2024	\$100.00	10-8-24 Bills		-\$984,566.77
052471	SHAMROCK GROUP	10/8/2024	\$402.35	10-8-24 Bills	MUNI	-\$984,969.12
052472	SHARI STROMME	10/8/2024	\$500.00	10-8-24 Bills	cleaning	-\$985,469.12
052473	SOUTHERN GLAZERS OF M	10/8/2024	\$325.94	10-8-24 Bills		-\$985,795.06
052474	STAR SPORTS AND APPARE	10/8/2024	\$185.00	10-8-24 Bills	muni	-\$985,980.06
052475	STEELE COUNTY INFORMAT	10/8/2024	\$400.00	10-8-24 Bills	EDA Sign	-\$986,380.06
052476	STEELE WASECA COOP EL	10/8/2024	\$6,977.97	10-8-24 Bills	1062431	-\$993,358.03
052477	STUART BOHLMAN	10/8/2024	\$250.00	10-8-24 Bills	muni cleaning	-\$993,608.03
052478	THATCHER POOLS & SPAS	10/8/2024	\$489.00	10-8-24 Bills	pool winterization	-\$994,097.03
052479	TOWNSQUARE MEDIA FARI	10/8/2024	\$456.00	10-8-24 Bills		-\$994,553.03
052480	US BANK EQUIPMENT FINA	10/8/2024	\$135.89	10-8-24 Bills	city hall copier	-\$994,688.92
052481	USA BLUE BOOK	10/8/2024	\$46.41	10-8-24 Bills	public works	-\$994,735.33
052482	UTILITY CONSULTANTS	10/8/2024	\$840.02	10-8-24 Bills	testing	-\$995,575.35
052483	VERIZON WIRELESS	10/8/2024	\$215.86	10-8-24 Bills	cell phones	-\$995,791.21
052484	WHKS	10/8/2024	\$27,159.00	10-8-24 Bills		-\$1,022,950.21
052485	DELTA DENTAL	10/9/2024	\$273.16	10-9-24 dental	Elizabeth	-\$1,023,223.37
052492	DELTA DENTAL	10/23/2024	\$273.16	10-23-24dental	Elizabeth	-\$1,023,496.53
052493	BLUE CROSS BLUE SHIELD	10/23/2024	\$4,702.72	10-23-24H Ins	Health Insurance	-\$1,028,199.25

Checks for Month

10100 Cash

Since OCTOBER 2024

Begin Balance (\$933,629.90)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
052494	ACE INDUSTRIAL SERVICES	10/23/2024	\$1,106.81	10-23-24bills		-\$1,029,306.06
052495	ANCOM COMMUNICATIONS	10/23/2024	\$451.71	10-23-24bills	fire dept	-\$1,029,757.77
052496	ANHORNS GAS & TIRE	10/23/2024	\$642.55	10-23-24bills	public works/fire dept	-\$1,030,400.32
052497	BALLSTADT ENTERPRISES	10/23/2024	\$1,035.60	10-23-24bills	weed control	-\$1,031,435.92
052498	CENTERPOINT	10/23/2024	\$417.88	10-23-24bills	6044309	-\$1,031,853.80
052499	CINTAS	10/23/2024	\$329.61	10-23-24bills		-\$1,032,183.41
052500	COLLEGE CITY BEVERAGE,	10/23/2024	\$5,893.33	10-23-24bills		-\$1,038,076.74
052501	CULLIGAN WATER CONDITI	10/23/2024	\$189.07	10-23-24bills	water softner	-\$1,038,265.81
052502	DAHLHEIMER BEVERAGE LL	10/23/2024	\$439.80	10-23-24bills		-\$1,038,705.61
052503	ELECTRO WATCHMAN INC.	10/23/2024	\$298.02	10-23-24bills	muni	-\$1,039,003.63
052504	FASTENAL COMPANY	10/23/2024	\$220.33	10-23-24bills	public works	-\$1,039,223.96
052505	HAWKINS	10/23/2024	\$40.00	10-23-24bills	chemical	-\$1,039,263.96
052506	HEGGIES PIZZA	10/23/2024	\$440.60	10-23-24bills		-\$1,039,704.56
052507	HERMEL WHOLESALE	10/23/2024	\$1,365.07	10-23-24bills		-\$1,041,069.63
052508	imperial dade	10/23/2024	\$284.37	10-23-24bills	public works	-\$1,041,354.00
052509	JENNIFER AMBERG	10/23/2024	\$100.00	10-23-24bills		-\$1,041,454.00
052510	MARVIN PURRIER CONCRET	10/23/2024	\$10,875.00	10-23-24bills	Main Street Sidewalk Repai	-\$1,052,329.00
052511	METRO FIBERNET LLC	10/23/2024	\$682.56	10-23-24bills	1674166	-\$1,053,011.56
052512	michael prondzinski	10/23/2024	\$32.19	10-23-24bills	fire dept	-\$1,053,043.75
052513	MINNESOTA FIRE SERVICE	10/23/2024	\$0.00	10-23-24bills	fire dept	-\$1,053,043.75
052514	MINNESOTA RURAL WATER	10/23/2024	\$498.75	10-23-24bills	membership dues	-\$1,053,542.50
052515	MORTON SALT	10/23/2024	\$2,469.80	10-23-24bills	road salt	-\$1,056,012.30
052516	NORTHERN BEVERAGE DIS	10/23/2024	\$1,377.00	10-23-24bills		-\$1,057,389.30
052517	SHAMROCK GROUP	10/23/2024	\$331.25	10-23-24bills		-\$1,057,720.55
052518	SHERWIN WILLIAMS CO	10/23/2024	\$88.76	10-23-24bills	paint	-\$1,057,809.31
052519	STEELE COUNTY TREASUR	10/23/2024	\$400.00	10-23-24bills	pictometry	-\$1,058,209.31
052520	steve james excavating	10/23/2024	\$158.75	10-23-24bills	water valve	-\$1,058,368.06
052521	TOWNSQUARE MEDIA FARI	10/23/2024	\$240.00	10-23-24bills		-\$1,058,608.06
052522	WHKS	10/23/2024	\$66,610.00	10-23-24bills		-\$1,125,218.06
052524	MIKE POOT	10/24/2024	\$400.00	10-24-24music	muni promo	-\$1,125,618.06
052525	CASH	10/25/2024	\$5,000.00	10-25-24atm	atm	-\$1,130,618.06
052526	CASH	10/28/2024	\$5,000.00	10-28-24atm	atm	-\$1,135,618.06
	Deposits	\$0.00				
	Checks		-\$201,988.16			-\$201,988.16

FILTER: ((([Act Year]='2024' and [period] in (10))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.???')) and [Cash Act]='10100')

Checks for Month

10100 Cash

Since OCTOBER 2024

Begin Balance (\$933,629.90)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
005378E	FIRST STATE BANK OF RED	10/8/2024	\$4.00	ahrens nsf fee	Mary Ahrens NSF Fee	-\$933,633.90
005379E	HEALTH EQUITY	10/15/2024	\$45.00	10-11-24HSA		-\$933,678.90
005380E	EFTPS	10/15/2024	\$2,710.91	10-11-24FED	Withholding	-\$936,389.81
005381E	STATE OF MINNESOTA	10/15/2024	\$468.16	10-11-24FED		-\$936,857.97
005382E	PUBLIC EMPLOYEES RETIR	10/15/2024	\$1,946.19	10-11-24FED		-\$938,804.16
005383E	MINNESOTA DEPT OF REVE	10/16/2024	\$3,957.00	Sept24 Tax	Muni Tax	-\$942,761.16
005384E	MINNESOTA DEPT OF REVE	10/16/2024	\$463.00	3rd wtr 24 wtax	3rd Quarter Water Tax	-\$943,224.16
005407E	HEALTH EQUITY	10/28/2024	\$45.00	10-25-24hsa		-\$943,269.16
005408E	EFTPS	10/28/2024	\$2,492.44	10-25-24fed	Withholding	-\$945,761.60
005409E	STATE OF MINNESOTA	10/28/2024	\$425.61	10-25-24fed		-\$946,187.21
005410E	PUBLIC EMPLOYEES RETIR	10/28/2024	\$1,804.04	10-25-24fed		-\$947,991.25
005411E	EFTPS	10/29/2024	\$202.70	10-29-24fed	Withholding	-\$948,193.95
005421E	POSTMASTER	10/1/2024	\$353.00	10-1-24post		-\$948,546.95
005422E	INTERNET PURCHASES	10/3/2024	\$79.20	Emails	emails	-\$948,626.15
005423E	CASHWISE	10/4/2024	\$7.67	10-4-24cw	Muni	-\$948,633.82
005424E	CASHWISE	10/4/2024	\$32.92	10-4-24cw2		-\$948,666.74
005425E	SAM'S CLUB	10/10/2024	\$154.63	10-10-24sams		-\$948,821.37
005426E	AMAZON.COM	10/15/2024	\$16.17	10-15-24am		-\$948,837.54
005427E	AMAZON.COM	10/16/2024	\$27.99	10-16-24am		-\$948,865.53
005428E	AMAZON.COM	10/18/2024	\$102.90	10-18-24am		-\$948,968.43
005429E	CARROT TOP INDUSTRIES	10/22/2024	\$72.66	10-22-24flags		-\$949,041.09
005430E	CARROT TOP INDUSTRIES	10/22/2024	\$117.00	10-22-24flags2		-\$949,158.09
005431E	UPS	10/23/2024	\$43.22	10-23-24ups	samples	-\$949,201.31
005432E	CASHWISE	10/25/2024	\$13.27	10-25-24cw		-\$949,214.58
005433E	CASHWISE	10/25/2024	\$21.93	10-25-24cw2		-\$949,236.51
005434E	WALMART COMMUNITY/GE	10/28/2024	\$63.13	10-28-24wm		-\$949,299.64
005435E	FLEET FARM	10/30/2024	\$2.45	10-30-24fleet	public works	-\$949,302.09
005436E	INTERNET PURCHASES	10/30/2024	\$101.96	10-30-24pw	waterplant windsock	-\$949,404.05
005437E	CASHWISE	10/31/2024	\$19.68	10-31-24cw		-\$949,423.73
005438E	AMAZON.COM	10/31/2024	\$25.99	10-31-24am		-\$949,449.72
	Deposits	\$0.00				
	Checks	-\$15,819.82				-\$15,819.82

FILTER: (([Act Year]='2024' and [period] in (10))) and (([EFT])) and [Cash Act]='10100'

Checks for Month

10100 Cash

Since OCTOBER 2024

Begin Balance (\$933,629.90)

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
017830	Amberg, Jennifer	10/11/2024	\$186.07	PAY20240221.00		-\$933,815.97
017831	Bohlman, Angela	10/11/2024	\$940.58	PAY20240221.00		-\$934,756.55
017832	Butterfield, Paige	10/11/2024	\$299.98	PAY20240221.00		-\$935,056.53
017833	Conway, Kathleen	10/11/2024	\$700.15	PAY20240221.00		-\$935,756.68
017834	Evans, Andy	10/11/2024	\$389.18	PAY20240221.00		-\$936,145.86
017835	Fischer, Andrew	10/11/2024	\$722.87	PAY20240221.00		-\$936,868.73
017836	Heinrichs, Mathias	10/11/2024	\$1,562.85	PAY20240221.00		-\$938,431.58
017837	Jackson, Elizabeth	10/11/2024	\$3,018.76	PAY20240221.00		-\$941,450.34
017838	Johnson, Erica	10/11/2024	\$349.89	PAY20240221.00		-\$941,800.23
017839	Krogh, James	10/11/2024	\$1,711.91	PAY20240221.00		-\$943,512.14
017840	Olson, Nola	10/11/2024	\$413.66	PAY20240221.00		-\$943,925.80
017841	Ulrich, Holly	10/11/2024	\$144.02	PAY20240221.00		-\$944,069.82
017842	Will, Richard W	10/11/2024	\$315.32	PAY20240221.00		-\$944,385.14
017843	Amberg, Jennifer	10/25/2024	\$142.86	PAY20240222.00		-\$944,528.00
017844	Bohlman, Angela	10/25/2024	\$726.95	PAY20240222.00		-\$945,254.95
017845	Butterfield, Paige	10/25/2024	\$286.96	PAY20240222.00		-\$945,541.91
017846	Conway, Kathleen	10/25/2024	\$375.29	PAY20240222.00		-\$945,917.20
017847	Evans, Andy	10/25/2024	\$589.32	PAY20240222.00		-\$946,506.52
017848	Fischer, Andrew	10/25/2024	\$566.20	PAY20240222.00		-\$947,072.72
017849	Heinrichs, Mathias	10/25/2024	\$1,562.85	PAY20240222.00		-\$948,635.57
017850	Jackson, Elizabeth	10/25/2024	\$3,018.76	PAY20240222.00		-\$951,654.33
017851	Johnson, Erica	10/25/2024	\$201.25	PAY20240222.00		-\$951,855.58
017852	Krogh, James	10/25/2024	\$1,761.40	PAY20240222.00		-\$953,616.98
017853	Olson, Nola	10/25/2024	\$487.14	PAY20240222.00		-\$954,104.12
017854	Ulrich, Holly	10/25/2024	\$36.87	PAY20240222.00		-\$954,140.99
017855	Will, Richard W	10/25/2024	\$233.22	PAY20240222.00		-\$954,374.21
017856	Helgeson, Craig H	10/23/2024	\$115.44	PAY20240310.00		-\$954,489.65
017857	Merritt, Chad W	10/23/2024	\$207.79	PAY20240310.00		-\$954,697.44
017858	Mueller, Amanda	10/23/2024	\$207.79	PAY20240310.00		-\$954,905.23
017859	Sorensen, Nicholas	10/23/2024	\$207.79	PAY20240310.00		-\$955,113.02
017860	Thomas, Danny	10/23/2024	\$277.05	PAY20240310.00		-\$955,390.07
017861	Winter, Jason	10/23/2024	\$207.79	PAY20240310.00		-\$955,597.86
	Deposits	\$0.00				
	Checks		-\$21,967.96			

FILTER: ((([Act Year]='2024' and [period] in (10))) and ((([Source] like 'PAY?????????.??'))) and [Cash Act]='10100')

RESOLUTION 2024-25
A RESOLUTION ACCEPTING DONATION FROM
TRALO COMPANIES

WHEREAS, the City of Medford has received a donation for a Connex box valued at \$8,000.00 from Tralo Companies for the Medford Fire Department

WHEREAS, the stated purpose of the donation is for the Medford Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, the City of Medford has received and accepts a donation from Tralo Companies for a Connex box valued at \$8000.00 for the Medford Fire Department.

Passed and adopted on this 25th day o 2024, with the following votes:

	AYE	NAY	ABSTAIN	ABSENT
Danny Thomas	_____	_____	_____	_____
Jason Winter	_____	_____	_____	_____
Chad Merritt	_____	_____	_____	_____
Manda Mueller	_____	_____	_____	_____
Nick Sorensen	_____	_____	_____	_____

DANNY THOMAS
MAYOR

ATTEST:

ELIZABETH JACKSON
CITY CLERK

RESOLUTION 2024-26
A RESOLUTION ACCEPTING DONATION FROM
COMPEER FINANCIAL

WHEREAS, the City of Medford has received a donation in the amount of \$4000.00 from Compeer Financial for the Medford Fire Department

WHEREAS, the stated purpose of the donation is for the Medford Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, the City of Medford has received and accepts a donation from Compeer Financial in the amount of \$4000.00 for the Medford Fire Department.

Passed and adopted on this 25th day of November 2024, with the following votes:

	AYE	NAY	ABSTAIN	ABSENT
Danny Thomas	_____	_____	_____	_____
Jason Winter	_____	_____	_____	_____
Chad Merritt	_____	_____	_____	_____
Manda Mueller	_____	_____	_____	_____
Nick Sorensen	_____	_____	_____	_____

DANNY THOMAS
MAYOR

ATTEST:

ELIZABETH JACKSON
CITY CLERK

RESOLUTION 2024-27
A RESOLUTION ACCEPTING DONATION FROM
ARMER EQUIPMENT

WHEREAS, the City of Medford has received a donation in the amount of \$40,000.00 from Armer Equipment for the Medford Fire Department

WHEREAS, the stated purpose of the donation is for the Medford Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, the City of Medford has received and accepts a donation from Armer Equipment in the amount of \$40,000.00 for the Medford Fire Department.

Passed and adopted on this 25th day of November 2024, with the following votes:

	A YE	NAY	ABSTAIN	ABSENT
Danny Thomas	_____	_____	_____	_____
Jason Winter	_____	_____	_____	_____
Chad Merritt	_____	_____	_____	_____
Manda Mueller	_____	_____	_____	_____
Nick Sorensen	_____	_____	_____	_____

DANNY THOMAS
MAYOR

ATTEST:

ELIZABETH JACKSON
CITY CLERK

RESOLUTION 2024-28
A RESOLUTION ACCEPTING DONATION FROM
TAYLOR FAMILY FARMS FOUNDATION, INC.

WHEREAS, the City of Medford has received a donation in the amount of \$15,000.00 from Taylor Family Farms Foundation, Inc. for the Medford Fire Department

WHEREAS, the stated purpose of the donation is for the Medford Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, the City of Medford has received and accepts a donation from Taylor Family Farms Foundation, Inc. in the amount of \$15,000.00 for the Medford Fire Department.

Passed and adopted on this 25th day of November 2024, with the following votes:

	AYE	NAY	ABSTAIN	ABSENT
Danny Thomas	_____	_____	_____	_____
Jason Winter	_____	_____	_____	_____
Chad Merritt	_____	_____	_____	_____
Manda Mueller	_____	_____	_____	_____
Nick Sorensen	_____	_____	_____	_____

DANNY THOMAS
MAYOR

ATTEST:

ELIZABETH JACKSON
CITY CLERK

RESOLUTION 24-29
A RESOLUTION ACCEPTING DONATION FROM
THE MEDFORD FIRE RELIEF ASSOCIATION

WHEREAS, the City of Medford has received a \$2,663.04 donation from the Medford Fire Relief Association; and

WHEREAS, the stated purpose of the donation is for the Medford Municipal Liquor Store; and

NOW, THEREFORE, BE IT RESOLVED, the City of Medford has received and accepts a \$2,663.04 donation from the Medford Fire Relief Association for the Medford Municipal Liquor Store.

Passed and adopted on this 25th day of November, 2024, with the following votes:

	AYE	NAY	ABSTAIN	ABSENT
Danny Thomas	_____	_____	_____	_____
Jason Winter	_____	_____	_____	_____
Chad Merritt	_____	_____	_____	_____
Nick Sorensen	_____	_____	_____	_____
Amanda Mueller	_____	_____	_____	_____

DANNY THOMAS
MAYOR

ATTEST:

ELIZABETH JACKSON
CITY CLERK

Founded 1938



MEDFORD FIRE DEPT.

P.O. Box 206 • Medford MN 55049

Date: November 19, 2024

From: Craig Helgeson
Medford Fire Chief

Subject: Rural Fire Contracts Year 2025

To: Medford City Council

As Fire Chief for the City of Medford, I am recommending to the City Council that the City of Medford enter into a one year fire protection contract for the year 2025 with the Medford and Deerfield Townships. Contract pricing for 2025 will be:

Medford Township 2024 compensation for fire service will be \$31,000.00.
This is an increase of \$1,000.00 from the previous year.

Deerfield Township 2024 compensation for fire service will be \$12,447.00.
This is an increase of \$947.00 from the previous year.

Thank you,

Craig Helgeson
Medford Fire Chief
C-507-330-0257

**FIRE
PROTECTION CONTRACT**

By this instrument the City of Medford, Minnesota, and the Township of Medford, County of Steele, Minnesota, agree with each other as indicated by the following articles:

ARTICLE I. The City agrees to furnish fire service and fire protection to all property within the township for the compensation and on the conditions hereinafter set forth, and the City further agrees that a reasonable effort will be made by its fire department to attend all fires within the township whenever it is notified of such fires, subject to the following conditions:

- a. Two or more fire calls received from the township officers or from property owners within the township shall be answered in the order of their receipt unless the fire chief or other officer in charge of the fire department at the time directs otherwise.
- b. Road and weather conditions must be such that the fire run can be made with reasonable safety to the firemen and equipment of the City. The decision of the fire chief or other officer in charge of the fire department at the time of the fire run should be made with regards to the reasonable safety to firemen and equipment, and the decision shall be final.
- c. The City shall not be liable to the township for loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control or extinguish any fire, whether such loss or damage is caused by the negligence of the officers, agents, or employees of the City or its fire department or otherwise.
- d. In responding to fire calls within the township, the fire chief or other officer in charge of the fire department at the time shall dispatch only such personnel and equipment as in his opinion can be safely spared from the City. In case an emergency arises within the City while equipment and personnel of the fire department are engaged in fighting a fire within the township, the fire chief or other officer in charge of the fire department may, in his discretion, recall to the City such equipment and personnel as he may, in his opinion, consider necessary to meet the emergency.

ARTICLE II. The City further agrees to keep and maintain in good order at its own expense the necessary fire apparatus and equipment for fire service and fire protection within the township.

ARTICLE III. The City having furnished such cost data relating to fire protection and such existing fire protection contracts as requested by township officials, the township agrees:

- a. To pay the City on or before the 31st day of December of each year as compensation for all fire service furnished pursuant to this agreement, the sum of \$31,000.00 per year. The City agrees to accept this sum for use of its personnel and equipment, cost of any new equipment (excluding major truck purchases), compensation of firemen, and premiums on insurance, if any, purchased by the City to indemnify itself for the loss of or damage to any firefighting equipment while furnishing fire protection within the township.
- b. To make a township fire protection tax levy or otherwise provide funds each year in an amount sufficient to pay the City the compensation above agreed upon.

ARTICLE IV. It is further agreed that the City shall be entitled to the sum of (see attached schedule) per fire call, in addition to the aforementioned sum, from the owners of property involved or from insurance carriers on property or premises damaged or destroyed.

**FIRE
PROTECTION CONTRACT**

This contract shall be in force for a term beginning on January 1, 2025 date it is executed by the duly authorized City and Township officials and ending on December 31, 2025. This contract is subject to cancellation with a 6 month written notice by either party prior to the ending date.

This contract is executed in duplicate, each party has a copy, and each copy shall be deemed an original for all purposes.

Witness the signature of said officers this _____ day of _____, 20__.

The City of Medford, Minnesota

By _____
(Mayor)

ATTEST:

(Fire Chief)

The Township of Medford, Minnesota

By _____
(Chairman of the Town Board)

ATTEST:

(Township Clerk)

**FIRE
PROTECTION CONTRACT**

Medford Fire Department Rates and Run Charges

- Minimum run charge (two hours or less) \$750.00
 - All calls for fire, extrication and rescue, gas leak, spills and other hazardous conditions, etc...
 - Reduced minimum run charge \$375.00 (Currently do not do or have one). At the Fire Chief's or Officer in Charge discretion. Use for repeated false alarm calls, fire out on arrival and minimal work required etc... Applicable to all types of calls.
- Calls in excess of two hours: (\$750.00 minimum run charge plus the following...)
- \$75.00 per truck, per hour actively being used
 - \$10.00 per SCBA bottle filled.
- Extra charges:
- Class A or Class B Foam used. (Current price, 5 gallon minimum)
 - Roof/Chainsaw carbide tooth chains, K Saw blades, bits, hole saws, and all consumable items.
 - Damaged hose, nozzles, lost and damaged rescue ropes and equipment, tools, cameras, gas monitors, damaged gear, boots, etc... all inclusive.
 - Damage to vehicles due to no fault of MFD personnel. (Poorly maintained drives, etc...)
 - Fuel delivered to scene due to long duration incident.
 - Fuel for mutual aid departments due to long duration incident.
 - Equipment rental, transportation, and operator fees for heavy equipment when needed to contain, assist in extinguishment, overhaul, or aid in a rescue or recovery for fire/rescue scenes. (ie. Excavators, skid loaders, grain vacuum's, other external agencies with specialized equipment if needed.)
- No charge:
- Ambulance assist calls. (Manpower for loading, CPR, etc...If doing traffic, cleaning up roadway, or other tasks, minimum run charge will apply.)
 - Weather watch calls
- No Charge Cont.
- False Alarm, Accidental alarm activation. (Two calls allowed per address/business per year, after that reduced minimum run charge may apply, this at the discretion of Fire

**FIRE
PROTECTION CONTRACT**

Chief or Officer in Charge. If system is being changed/upgrade this may be waived if MFD is notified prior)

- CO Calls (Verify presence of/or no presence of CO and notify owner of findings. Owner to contact serviceman of choice to correct issue. If on scene for an extended period for ventilation, waiting for serviceman, Gas Company, minimum or reduced minimum charges may apply.
- Dispatched calls reported by passerby etc.. and on arrival no issues found.
- Dispatched calls for grass or brush fires and owner is attending fire and has permit. (Illegal burns extinguished are subject to minimum run charge even if in possession of burn permit.)

Charges revised and updated 11/19/2024
Charges effective 1/1/2025

**FIRE
PROTECTION CONTRACT**

By this instrument the City of Medford, Minnesota, and the Township of Deerfield, County of Steele, Minnesota, agree with each other as indicated by the following articles:

ARTICLE I. The City agrees to furnish fire service and fire protection to all property for the following sections within the township for the compensation and on the conditions hereinafter set forth, and the City further agrees that a reasonable effort will be made by its fire department to attend all fires within the township whenever it is notified of such fires, subject to the following conditions:

- a. Two or more fire calls received from the township officers or from property owners within the township shall be answered in the order of their receipt unless the fire chief or other officer in charge of the fire department at the time directs otherwise.
- b. Road and weather conditions must be such that the fire run can be made with reasonable safety to the firemen and equipment of the City. The decision of the fire chief or other officer in charge of the fire department at the time of the fire run should be made with regards to the reasonable safety to firemen and equipment, and the decision shall be final.
- c. The City shall not be liable to the township for loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control or extinguish any fire, whether such loss or damage is caused by the negligence of the officers, agents, or employees of the City or its fire department or otherwise.
- d. In responding to fire calls within the township, the fire chief or other officer in charge of the fire department at the time shall dispatch only such personnel and equipment as in his opinion can be safely spared from the City. In case an emergency arises within the City while equipment and personnel of the fire department are engaged in fighting a fire within the township, the fire chief or other officer in charge of the fire department may, in his discretion, recall to the City such equipment and personnel as he may, in his opinion, consider necessary to meet the emergency.

ARTICLE II. The City further agrees to keep and maintain in good order at its own expense the necessary fire apparatus and equipment for fire service and fire protection within the township.

ARTICLE III. The City having furnished such cost data relating to fire protection and such existing fire protection contracts as requested by township officials, the township agrees:

- a. To pay the City as compensation for all fire service furnished pursuant to this agreement, the sum of \$12,447.00 on or before the 31st day of December of each year. This contract provides fire service to the following sections: 1, 2, 3, 4, 9, 10, 11, 12, 13, 14, 15, 16, 17, 20, 21, 22, 23, and 24. The City agrees to accept this sum for use of its personnel and equipment, cost of any new equipment (excluding major truck purchases), compensation of firemen, and premiums on insurance, if any, purchased by the City to indemnify itself for the loss of or damage to any firefighting equipment while furnishing fire protection within the township.
- b. To make a township fire protection tax levy or otherwise provide funds each year in an amount sufficient to pay the City the compensation above agreed upon.

ARTICLE IV. It is further agreed that the City shall be entitled to the sum of (see attached schedule) per fire call, in addition to the aforementioned sum, from the owners of property involved or from insurance carriers on property or premises damaged or destroyed.

**FIRE
PROTECTION CONTRACT**

This contract shall be in force for a term beginning on January 1, 2025 date it is executed by the duly authorized City and Township officials and ending on December 31, 2025. This contract is subject to cancellation with a 6 month written notice by either party prior to the ending date.

This contract is executed in duplicate, each party has a copy, and each copy shall be deemed an original for all purposes.

Witness the signature of said officers this _____ day of _____, 20__.

The City of Medford, Minnesota

By _____
(Mayor)

ATTEST:

(Fire Chief)

The Township of Deerfield, Minnesota

By _____
(Chairman of the Town Board)

ATTEST:

(Township Clerk)

**FIRE
PROTECTION CONTRACT**

Medford Fire Department Rates and Run Charges

- Minimum run charge (two hours or less) \$750.00
 - All calls for fire, extrication and rescue, gas leak, spills and other hazardous conditions, etc...
 - Reduced minimum run charge \$375.00 (Currently do not do or have one). At the Fire Chief's or Officer in Charge discretion. Use for repeated false alarm calls, fire out on arrival and minimal work required etc... Applicable to all types of calls.
- Calls in excess of two hours: (\$750.00 minimum run charge plus the following...)
- \$75.00 per truck, per hour actively being used
 - \$10.00 per SCBA bottle filled.
- Extra charges:
- Class A or Class B Foam used. (Current price, 5 gallon minimum)
 - Roof/Chainsaw carbide tooth chains, K Saw blades, bits, hole saws, and all consumable items.
 - Damaged hose, nozzles, lost and damaged rescue ropes and equipment, tools, cameras, gas monitors, damaged gear, boots, etc... all inclusive.
 - Damage to vehicles due to no fault of MFD personnel. (Poorly maintained drives, etc...)
 - Fuel delivered to scene due to long duration incident.
 - Fuel for mutual aid departments due to long duration incident.
 - Equipment rental, transportation, and operator fees for heavy equipment when needed to contain, assist in extinguishment, overhaul, or aid in a rescue or recovery for fire/rescue scenes. (ie. Excavators, skid loaders, grain vacuum's, other external agencies with specialized equipment if needed.)
- No charge:
- Ambulance assist calls. (Manpower for loading, CPR, etc...If doing traffic, cleaning up roadway, or other tasks, minimum run charge will apply.)
 - Weather watch calls
- No Charge Cont.
- False Alarm, Accidental alarm activation. (Two calls allowed per address/business per year, after that reduced minimum run charge may apply, this at the discretion of Fire

**FIRE
PROTECTION CONTRACT**

Chief or Officer in Charge. If system is being changed/upgrade this may be waived if MFD is notified prior)

- CO Calls (Verify presence of/or no presence of CO and notify owner of findings. Owner to contact serviceman of choice to correct issue. If on scene for an extended period for ventilation, waiting for serviceman, Gas Company, minimum or reduced minimum charges may apply.
- Dispatched calls reported by passerby etc.. and on arrival no issues found.
- Dispatched calls for grass or brush fires and owner is attending fire and has permit. (Illegal burns extinguished are subject to minimum run charge even if in possession of burn permit.)

Charges revised and updated 11/19/2024
Charges effective 1/1/2025

Founded 1938



MEDFORD FIRE DEPT.

P.O. Box 206 • Medford MN 55049

Date: November 19, 2024

From: Craig Helgeson
Medford Fire Chief

Subject: Request for funding to replace tanker truck

To: Medford City Council

Council, we have identified and spoken about the need to start replacing current fire trucks. We have an aging fleet that is beginning to cost the city, more than we are able to financially budget. The ages of our vehicles are:

Tanker, which was a converted gasoline truck from the MSP airport 1992, acquired in 2000

Mini Pumper, which was acquired in 1990

Personnel Carrier that was donated by Mayo Ambulance with 279,000 miles from 2001 acquired in 2011

Engine acquired new in 1995

Engine acquired in 2017 that is a 2005 model.

During our committee's exploration of replacing the tanker, vehicles have been moving faster than we would be able to gain approval from the city for a purchase. I am requesting that we are approved for up to \$240,000 to replace our tanker.

Due to the limited space in the fire hall, we have certain length restrictions that we must work with, that limit our ability to have a wide variety of options.

We are also working on a FEMA AFG grant for a new mini pumper/brush truck that would replace the 29 year old mini pumper we currently have.

We would look to selling the tanker, once we purchased a replacement and the new one is placed in service.

Thank you,

Craig Helgeson
Medford Fire Chief
C-507-330-0257

Founded 1938



MEDFORD FIRE DEPT.

P.O. Box 206 • Medford MN 55049

Date: November 19, 2024

From: Craig Helgeson
Medford Fire Chief

Subject: Fire Department Rates and Run Charges

To: Medford City Council

In working on the renewal contracts with the townships, there has not been any adjustments made to the billing amounts since 1997 or before. During discussions with local fire departments, they have taken on a progressive style billing, like I have attached that allows for billing of consumables, PPE, or other items that maybe damaged and need replacement during an incident. I am asking that you revise the city fee structure to accommodate the attached updated run charges.

Thank you,

Craig Helgeson
Medford Fire Chief
C-507-330-0257

Medford Fire Department Rates and Run Charges

- Minimum run charge (two hours or less) \$750.00
 - All calls for fire, extrication and rescue, gas leak, spills and other hazardous conditions, etc...
 - Reduced minimum run charge \$375.00 (Currently do not do or have one). At the Fire Chief's or Officer in Charge discretion. Use for repeated false alarm calls, fire out on arrival and minimal work required etc... Applicable to all types of calls.
- Calls in excess of two hours: (\$750.00 minimum run charge plus the following...)
- \$75.00 per truck, per hour actively being used
 - \$10.00 per SCBA bottle filled.
- Extra charges:
- Class A or Class B Foam used. (Current price, 5 gallon minimum)
 - Roof/Chainsaw carbide tooth chains, K Saw blades, bits, hole saws, and all consumable items.
 - Damaged hose, nozzles, lost and damaged rescue ropes and equipment, tools, cameras, gas monitors, damaged gear, boots, etc... all inclusive.
 - Damage to vehicles due to no fault of MFD personnel. (Poorly maintained drives, etc...)
 - Fuel delivered to scene due to long duration incident.
 - Fuel for mutual aid departments due to long duration incident.
 - Equipment rental, transportation, and operator fees for heavy equipment when needed to contain, assist in extinguishment, overhaul, or aid in a rescue or recovery for fire/rescue scenes. (ie. Excavators, skid loaders, grain vacuum's, other external agencies with specialized equipment if needed.)
- No charge:
- Ambulance assist calls. (Manpower for loading, CPR, etc...If doing traffic, cleaning up roadway, or other tasks, minimum run charge will apply.)
 - Weather watch calls

➤ No Charge Cont.

- False Alarm, Accidental alarm activation. (Two calls allowed per address/business per year, after that reduced minimum run charge may apply, this at the discretion of Fire Chief or Officer in Charge. If system is being changed/upgrade this may be waived if MFD is notified prior)
- CO Calls (Verify presence of/or no presence of CO and notify owner of findings. Owner to contact serviceman of choice to correct issue. If on scene for an extended period for ventilation, waiting for serviceman, Gas Company, minimum or reduced minimum charges may apply.
- Dispatched calls reported by passerby etc.. and on arrival no issues found.
- Dispatched calls for grass or brush fires and owner is attending fire and has permit. (Illegal burns extinguished are subject to minimum run charge even if in possession of burn permit.)

Charges revised and updated 11/19/2024

Charges effective 1/1/2025

EVALUATION FORM

- | | |
|-----------------------|-------------------------|
| 1. Unacceptable | 4. Exceeds Expectations |
| 2. Below Expectations | 5. Superior |
| 3. Meets Expectations | UA. Unable to Assess |

Teamwork:		1.	2.	3.	4.	5.	UA.
	1. Operates effectively with all kinds of people in the City.						
	2. Treats everyone with dignity, trust, and respect.						
	3. Puts the success of the team before individual success.						
	4. Willingly shares knowledge and skills with other team members.						
	5. Displays a positive, can-do attitude.						
	6. Accepts and participates in team assignments.						
<i>Comments:</i>							
Integrity:		1.	2.	3.	4.	5.	UA.
	7. Actions and behaviors are consistent with work. Lives up to commitments.						
	8. Demonstrates honest, ethical behavior.						
	9. Accepts responsibility for success and failure.						
<i>Comments:</i>							
Customer/Resident Focus:		1.	2.	3.	4.	5.	UA.
	10. Continually defines and pursues opportunities that contribute to customer/resident satisfaction.						
	11. Anticipates customer needs rather than reacting to customer/resident needs.						
	12. Ensures that customer/resident input is solicited and acted upon on a regular basis.						
<i>Comments:</i>							

Speed, Energy, Efficiency		1.	2.	3.	4.	5.	UA.
	13. Action oriented; performs assigned tasks with energy, drive and the desire to reach closure.						
	14. Quickly responds to customers, suppliers, management or employee needs.						
	15. Makes timely decisions in all situations including under tight deadlines, pressure, and even with limited information.						
	16. Efficiently utilizes company resources; actively seeks ways to reduce costs.						
<i>Comments:</i>							
Adaptability:		1.	2.	3.	4.	5.	UA.
	17. Seeks new ways to continuously improve the work environment.						
	18. Sees change as an opportunity, not as a problem.						
	19. Adapts quickly to changing direction or priorities.						
<i>Comments:</i>							
Effective Communication:		1.	2.	3.	4.	5.	UA.
	20. Seeks first to understand and then to be understood.						
	21. Communicates in a timely manner.						
	22. Willingly communicates ideas and concerns.						
<i>Comments:</i>							
Initiative:		1.	2.	3.	4.	5.	UA.
	23. Makes timely decisions even when complete information is not available.						
	24. Assumes responsibility to overcome difficult situations.						
	25. Seeks Opportunity to achieve work goals and objectives.						
<i>Comments:</i>							

Creativity:		1.	2.	3.	4.	5.	UA.
	26. Develops new ideas to solve problems and resolve issues and challenges.						
	27. Applies innovative approaches that result in improvements and solutions.						

Comments:

Personal Development:		1.	2.	3.	4.	5.	UA.
	28. Recognizes own strengths and development needs and takes action to make improvements.						
	29. Assumes primary responsibility for personal development.						

Comments:

What are the strengths of the City Administrator?

What can the City Administrator do to improve his/her performance?

To be completed by employee:

_____ I have read and concur with the above rating.

_____ I have read but disagree with the above rating.

_____ I have read but offer no opinion on the above rating.

Comments:

Signature of Employee

Date

Signature of Mayor

Date

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: November 2024

RE: PTO Carryover/Payout

Background:

The City of Medford's handbook allows employees to carry over 80 hours of PTO each year. Any PTO in excess of 80 hours as of December 31st is forfeited by the employee. Currently, the City Administrator has 127 hours of PTO. The City Administrator will have 40 hours of PTO that will be forfeited at year end.

I would like Council to consider making an exception to the forfeiture rule and pay out the PTO balance of 40 hours at year-end if the City Administrator cannot get the PTO used before the end of the year.

TO: Council

FROM: Elizabeth Jackson
City Administrator

DATE: November 2024

RE: City Financial Report/Public Works and General Updates

Public Works Updates:

Tree Trimming
Snow Removal Preparations
Water/WW testing
UV lights turned off
Salt/Sand Delivered for snow season
Park Bathrooms closed for winter
VFD Repairs at WWTP

City Updates:

LMC Meeting
Code Compliance Letters
2025 Budget and Levy Finalized
General Election
Muni Promo/Year End Prep Meeting
Year End/Audit Preparations
Steele County Public Health Meeting



MEMORANDUM
Medford City Council
November 2024

Date: November 2024
To: Mayor and City Council Members
From: Elizabeth Jackson, City Administrator
Re: 2024 Pool Year End Report

2024 Pool Memberships

The total revenue recorded at City Hall for memberships is \$9,769.00. The budgeted amount for 2024 was \$9,000.00, a difference of \$769.00. The 2023 membership total was \$8,845.00.

2024 Swimming Lessons

The budgeted amount for swimming lessons was \$7,000.00. The total revenue recorded at City Hall is \$6,739. The revenue for 2023 was \$7,184.50.

Revenue to Expenditure Comparison – Candy/Pop

	<u>Revenues</u>	<u>Expenditures</u>	<u>Difference</u>
Pool Candy/Pop	\$5,273.05	\$4,169.31	\$1,103.74

Overall Revenue to Expenditure

<u>2024 Budgeted Revenues</u>	<u>2024 Revenues</u>	<u>Difference</u>
\$23,500.00	\$26,463.05	\$2,963.05

<u>2024 Budgeted Expenditures</u>	<u>2024 Expenditures</u>	<u>Difference</u>
\$97,616.00	\$112,335.15	(\$14,719.15)

Revenues vs. Expenditures 2023

28,250.00 - \$51,066.15 = (\$22,816.15)

Revenue vs. Expenditures 2024

\$26,463.05 - \$112,335.15 = (\$87,872.10)

Pool Scholarships

\$2047.50-\$0 (0 scholarship in 2024) = \$2,047.50 remaining balance

Medford Volunteer Firemen's Relief Association

Application for Charitable Funds

Document # _____

Name of Organization: Medford Pool Date: 11/20/24

Address: _____

Contact: Elizabeth Jackson Phone: 507-455-2866

Project: Offset operating expenses
of Medford pool for the
2024 pool season.

Amount Requested: \$10,000⁰⁰ Date Desired: 12/20/24

Signed: Elizabeth Jackson

Relief Association Board of Directors Review:

Date Reviewed: _____ Recommendation: _____ Yes _____ No

Recommended Amount: _____

Relief Association Membership Review:

Date Reviewed: _____ Approved: _____ Yes _____ No

Amount Approved: _____ Check # (if applicable): _____

Return Contact Made (Date): _____

Signed: _____

Relief Association Board Member

Signed: _____

Relief Association Board Member

2025 Council Meetings Zoning Board EDA
 7:00 PM 7:00 PM 5:30 PM
 4th Monday 3rd Monday/Odd Months 2nd Wednesday/Odd Months

January	27th	13th	8th
February	24th		
March	24th	17th	12th
April	28th		
May	19th	12th	14th
June	23rd		
July	28th	21st	9th
August	25th		
September	22nd	15th	10th
October	27th		
November	24th	17th	12th
December	22nd		

* All meeting dates and times are subject to change.

2025 Council Meetings Zoning Board EDA
 7:00 PM 7:00 PM 5:30 PM
 4th Monday 3rd Monday/Odd Months 2nd Wednesday/Odd Months

January	27th	13th	8th
February	24th		
March	24th	17th	12th
April	28th		
May	19th	12th	14th
June	23rd		
July	28th	21st	9th
August	25th		
September	22nd	15th	10th
October	27th		
November	24th	17th	12th
December	22nd		

* All meeting dates and times are subject to change.

City of Medford 2025 Holiday Schedule

January 1, 2025 – New Year's Day

January 20, 2025 – Martin Luther King Day

February 17, 2025 – President's Day

May 26, 2025 – Memorial Day

June 19, 2025 – Juneteenth Day

July 4, 2025 – Independence Day

September 1, 2025 – Labor Day

November 11, 2025 – Veteran's Day

November 27, 2025 – Thanksgiving Day

December 25, 2025 Christmas Day

Two Floating Holidays (employee choice)

**CITY OF MEDFORD RESOLUTION 2024-24
DESIGNATING THE POLLING PLACES FOR ANY ELECTIONS
THAT MAY TAKE PLACE IN THE CALENDAR YEAR 2025**

WHEREAS, Minnesota Election Law Section 204B.16 requires the City Council of every municipality to designate the places of holding and election for each precinct; and

WHEREAS, Minnesota Election Law Section 204B.16 subd.1, Polling Places, permits the city change the location of the city polling places; and

WHEREAS, the City of Medford, in compliance with the Help America Vote Act (HAVA), seeks to provide polling places that are easily accessible to all eligible voters; and .

THEREFORE, BE IT RESOLVED that the City Council of the City of Medford, does hereby designate the Medford City Hall, 408 2nd Avenue SE, Medford, as the Polling Place for the City of Medford.

BE IT FURTHER RESOLVED, that the designation of the polling place shall take effect for the year 2025.

Adopted by the City Council of the City of Medford this 25th day of November, 2024.

BY:

Danny Thomas, Mayor

ATTEST:

Motion By

Elizabeth Jackson, City Clerk

Second By

cityclerk@medfordminnesota.com

From: Paige Schienbein <schienbein_p@hotmail.com>
Sent: Tuesday, November 19, 2024 3:07 PM
To: cityclerk@medfordminnesota.com
Cc: Mark Rahrick
Subject: Council Seat -Paige B

Beth,

This is my formal resignation of city council. I understand in the city of Medford I am not able to hold both a municipal and council seat at the same time. I'd like to maintain my municipal position and withdrawal my city council seat.

Paige Butterfield
507-491-2499