

Regular City Council Meeting  
September 22, 2025  
7:00 p.m.  
City Hall

Members present were Thomas, Winter, Heaser, Mueller, and Sorensen(remotely).

Members absent were none.

City staff and consultants in attendance were Elizabeth Jackson, Brandon Theobald, and Kristin Sailer.

Others attending were Tom Harris, Lon Thiele, Birdy Fitzgerald, Bryan Duncan, Shelby Hauge, Rich Quiring, Chloe Kucera, Karen Jorgensen, Josh Ihlenfeld, Marie Sexton, and Paul Byrge.

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

Pledge of Allegiance.

Concerns/Requests from the General Public/Organizations – none.

Steele County Sherriff's Contract – Sheriff Thiele answered several questions from City Council regarding the sheriff's contract with the City. Council consensus was to not make any changes.

Medford Beautification Ideas – Council directed Administrator Jackson to contact Diane Ristau about assembling a committee and leading the committee on ideas for beautifying Medford.

Kristin Sailer – Steele County Emergency Operations Plan Approval

Resolution 2025-30 Authorizing Execution of the Steele County Emergency Operations Plan – motion by Mueller, seconded by Winter to approve Resolution 2025-30. All members voted aye for approval. Motion carried.

Parcel 11-016-4400 Possible Annexation – Josh Ihlenfeld addressed Council with his desire to possibly annex in part of parcel 11-016-4400. Mr. Ihlenfeld will work with Administrator Jackson to possibly continue the annexation process.

Agenda – motion by Winter, seconded by Mueller 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 August 25, 2025, regular and special meeting minutes and the September 15, 2025, special meeting minutes.

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

Approval of the August check register numbers E5780-E5854, 53326-53434 and 18250-18336.

Approval of Resolution 2025-29 A Resolution Accepting Donation from Medford Bus Company in the amount of \$2,500.00 for the Medford Fire Department.

Motion by Winter, seconded by Mueller 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 – nothing to report.

City Engineer – nothing to report.

City Attorney – not present.

Mayor –

WWTP Regionalization Concerns –

Council consensus was to have a construction meeting once a week with the public works department, the City Administrator, one Council member, WHKS representatives, and Heselton representatives. All residents are welcome to attend.

Any resident concerns/requests on the project should be forwarded to Brandon Theobald or Cory Felderman from WHKS.

6<sup>th</sup> St SE Recommendations –

Council consensus was to leave the intersection of 6<sup>th</sup> St SE and Woodland Trail as a 4-way stop. A crosswalk will be painted at the intersection. The Zoning Board will hold a special meeting to discuss making 6<sup>th</sup> St SE one-sided parking.

City Administrator –

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

Municipal Liquor Store Special Hours - Council consensus was to allow the liquor store to open early for 2 Vikings games being held September 28 and October 5.

Ordinance 2025-06 An Ordinance Amending Section 4.33 of the Medford City Code Regulating Performance Standards – motion by Mueller, seconded by Heaser to approve Ordinance 2025-06. All members voted aye for approval. Motion carried.

Special City Council Meeting – Monday, September 29, 2025, 6:00 p.m.

Regular City Council Meeting – Monday, October 27, 2025, 7:00 p.m.

Motion by Mueller, seconded by Winter to adjourn the regular council meeting at 8:08 p.m. All members voted aye for approval. Motion carried.

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

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

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