

**CITY COUNCIL MEETING**  
**119 2<sup>nd</sup> ST SW, ROTHSAY, MN**  
**APPROVED MINUTES**  
**April 8, 2019 @7:00 pm**

Mayor Joseph Tillman opened the meeting with the Pledge of Allegiance.

**1.0 Call to Order:** The council meeting was called to order by Mayor Joseph Tillman at 7:00 p.m. Council Members present: Les Nelson, Daryl Schleeter, Tulsa-Leigh Kugler and Darrell Tollefson. Others present: Chris Buckingham, Jim Boyce, Dean Birkeland, Carlson SV; Rick Fiedler, Wilkin County Sheriff; Carl Thunem, Wilkin County Attorney; Wilkin County Deputy Joe Mattson, K-9 Unit Leon, Eric Larson, Jordan Barry and Lisa Zimmerman.

**2.0 Public Forum:**

- Matt Balken submitted a written request to purchase the chemistry hood, cabinets and table from the Rothsay Event Center. Council denied the sale of the cabinet as they are unsure if it needed at this time. Council approved the sale of the chemistry hood and table for \$40.00.
- A resident whose garage roof collapsed, requested to place a dumpster on the city's street for the disposal of construction material during demolition. Council granted the placement not to exceed three (3) days.

**3.0 Approval of Agenda:** After two additions, A **MOTION** was made by Schleeter, seconded by Tollefson to approve the agenda. Carried.

**4.0 ROTHSAY FIRE DEPARTMENT:**

- Assistant Chief Barry reported the Fire Department has chosen to install a new boiler system to heat the facility with council's approval. The system will cost approximately \$16,000.00. Council approved the purchase.
- Two members will be attending training in Mankato April 25<sup>th</sup>-27<sup>th</sup>.
- The Annual Fire Department Pancake Feed will be held on April 14<sup>th</sup> at the fire hall from 9am-1pm.

**4.1 FIRE REPORT:** Barry reported there were a total of six calls in the month of March; two medical, one traffic control, one vehicle fire and three false alarms.

**5.0 EMPLOYEE REPORTS:**

**5.1 JORDAN BARRY:**

- Barry reported the Wilkin County Sentence to Serve (STS) Program can be utilized for small projects at no cost to the City. Barry will line up the work as needed.
- Barry will be scheduling the rental of a valve exerciser for May or June from Minnesota Rural Water Association. The cost is approximately \$350 and done every other year.
- Barry will look into options for a shallow storm sewer that had frozen this year. The options will be presented at the May meeting.
- The city's metal detector has quit working. **MOTION** by Nelson, seconded by Tollefson for the purchase of a new waterproof detector in the amount of \$830.00.
- Barry is researching a new inline treatment to eliminate the need for bug blockers in the system.

**5.2 ERIC LARSON:**

- Larson reported the Sherriff's Department will be moving into the office in the back of the City Hall building in the coming weeks.
- Larson will be getting new hygienic wear and equipment for the lift station.
- Prices will be obtained for new doors and floors in the entryway of the Rothsay Event Center as Comstock is renovating.
- Larson will look into prices of a transit for grading issues around the city.
- **MOTION** by Tollefson, seconded by Kugler to purchase a new automated external defibrillator for City Hall.

**CONTINUED.....**

- A Paranormal group has requested to do a walk-through of the old portion of the school before demolition occurs. Council granted.

**5.3 LISA ZIMMERMAN:** Zimmerman would like to remind residents of the following events that will take place:

- Spring Clean-Up: May 22<sup>nd</sup>
- Pet Clinic: May 18<sup>th</sup> from 10am-12pm located at the City Shop
- Wilkin County Food Drop: May 17<sup>th</sup> located at the Rothsay Community Center

**6.0 NEW BUSINESS:**

**6.1 Wilkin County Sheriff's Department 2019 Contract:** In 2018 there were 22 less calls than 2017. Sheriff Fiedler presented the 2019 contract in the amount of \$11,993.21. That is an increase of \$1,536.17 from 2018. **MOTION** by Tollefson, seconded by Kugler to accept the Wilkin County Sheriff's Department 2019 Contract, as presented. Carried.

**6.2 League of Minnesota Cities Liability Coverage Waiver Form:** **MOTION** by Nelson, seconded by Tollefson to accept as presented. Carried.

**6.3 Summer Help Discussion:** An application was received for the upcoming summer help position. The job will be posted and a decision will be made at the May regular meeting.

**6.4 Building Inspection Services Agreement:** **MOTION** by Kugler, seconded by Nelson to terminate the current contract with Stonehenge Enterprises. Carried. **MOTION** by Kugler, seconded by Tollefson to accept the contract with Jim Boyce, Inc. Carried. The current contract will run through July 31<sup>st</sup> due to the terms of the agreement and the new contract will then be put in place as of August 1<sup>st</sup>.

**6.5 East Park Softball Fields:** The Public Works Department will speak with the school's softball coach to better understand the needs to get the field in better shape and to regulation size for softball as well as baseball events.

**6.6 Rothsay Community Person(s) of the Year Award:** **MOTION** was made by Tollefson, seconded by Schleeter to nominate Kugler and Nelson as a subcommittee to determine criteria for the award as well as when to present. Carried.

**6.7 Summer Time Slip 'N' Slide:** Tillman presented the idea for a weekly slip 'n' slide during the summer months, weather permitting. Also, for the possibility of it being a fundraiser for school children who would work it. Council granted Tillman to move forward with the idea.

**6.8 Contract with Rothsay Public Schools:** The contract will be presented at the May regular meeting.

**6.9 Extension of Bingo Volunteers:** No longer a need for volunteers.

**6.10 Community Garden:** The founder of the community garden will not continue into the 2019 year. The area will need to be cleaned and items removed from the storage shed.

**6.11 2018 Final Audit Report:** **MOTION** to accept the 2018 Final Audit Report, as presented by Dean Birkeland of CarlsonSV, by Tollefson, seconded by Schleeter. Carried.

**6.12 City Planning Session Date:** Council will hold a special meeting on Monday, April 15<sup>th</sup>, 2019 to discuss the future needs of the City.

**6.13 Ehlers Financial Planning:** **MOTION** by Schleeter, seconded by Nelson to approve working with Ehlers on the financing of the Rothsay Event Center.

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**7.0 OLD BUSINESS:**

**7.1 Rothsay Event Center:** Renovations are underway.

**7.1.1 Event Center manager Discussion:** A new position will be created for the management of the facility once construction is complete.

**7.1.2 Demolition Burial Contract: MOTION** by Tollefson, seconded by Kugler to approve the contract once received back. Carried.

**8.0 Approval of March 4, 2019 Council Minutes:** A **MOTION** was made by Schleeter, seconded by Nelson to approve. Carried.

**8.1 Approval of March 8, 2019 Special Meeting Minutes:** A **MOTION** was made by Kugler, seconded by Tollefson to approve as presented. Carried.

**9.0 Present & Approve March Financial Statements and Hand-Payables: MOTION** by Kugler, seconded by Nelson to approve as presented. Carried.

**10.0 Present & Approve April Accounts Payables: MOTION** by Schleeter, seconded by Nelson to approve as presented. Carried.

**11.0 MOTION** to adjourn made by Schleeter, seconded by Kuglerr, and carried. Meeting adjourned at 9:42 p.m.

Respectfully Submitted by,

Lisa Zimmerman,  
City Clerk/Treasurer