

CITY COUNCIL MEETING

ROTHSAY CITY HALL

APPROVED MINUTES

September 4th, 2024 @ 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 Shane Balken, Darrell Tollefson, Dana Holland Jr., and Nathan Ziegler. Others present: Amanda Kuschel, Bruce Torgerson, and Heather Weber.
- 2.0 Public Forum:**
- Torgerson will be putting up no dumping signs on his property. Torgerson to talk with Barry and Larson on placement of yard signs.
 - Approval for Carr's Tree Service to take down tree in boulevard by Weber's house with a donation from Weber for partial cost of removal. A **MOTION** to approve was made by Ziegler, seconded by Tollefson. Carried.
- 3.0 Approval of Agenda:** After two additions; A **MOTION** to approve was made by Balken, seconded by Ziegler. Carried.
- 4.0 Approval of August Meeting Minutes:** A **MOTION** to approve was made by Ziegler, seconded by Holland. Carried.
- 5.0 Approval of August 7th Special Meeting Minutes:** A **MOTION** to approve was made by Balken, seconded by Tollefson. Carried.
- 6.0 Approval of August 20th Special Meeting Minutes:** A **MOTION** to approve was made by Holland, seconded by Tollefson. Carried.
- 7.0 Approval of Accounts Payable and Accounts Receivable:** A **MOTION** to approve was made by Holland, seconded by Tollefson. Carried.
- 8.0 Committee Reports:**
- 8.1 Technology- Tillman:** No update.
- 8.2 School Liaison- Holland:** No update.
- 8.3 Budget- City Council:** Overview of budget and budget planning ideas for 2025. Date set for preliminary budget meeting on September 18th, 6pm.
- 8.4 Streets/Wastewater- Tollefson:** See Barry's report.
- 8.5 Parks and Recreation- Balken/Tollefson:** Ice skating rink has been leveled. The city applied for an Art Grant.
- 8.6 Housing, Building Permits, and Zoning- Ziegler:** Still in the process of working with Moore Engineering on zoning map.
- 8.7 City Ordinance Audit- Tillman:** No update.
- 8.8 Policing and Public Safety- Ziegler:** Following up with Wilkin County on the mock scenario.
- 9.0 EDA Minutes & Report:**
- Prairie Days moved to June 20th-22nd for 2025.
 - Approval for Cecil Mosher to be on the Leadership Team of the EDA. A **MOTION** to approve was made by Ziegler, seconded by Holland. Carried.
- 10.0 Rothsay Fire Department:**
- 10.1 Fire Report:**
- The Fire Department was denied the DNR 50/50 Grant.
 - Approval to apply for the West Central EMS 50/50 Grant up to \$500.00 match. A **MOTION** to approve was made by Ziegler, seconded by Holland. Carried.
 - Approval for an auto extrication tool loan. Bring to the September budget meeting.
- 10.2 Clerk's Collection Report:** There was a total of seven calls in the month of August; four medicals, two car accidents, and one cancelled call; Additional billing is still being processed by the Fire Chief.
- 11.0 EMPLOYEE REPORTS:**
- 11.1 Jordan Barry:**
- Approval to order two cases of water meters up to \$2,900.00. A **MOTION** to approve Balken, seconded by Holland. Carried.

- Approval of Summit 5-year Inspection Contract; A **MOTION** to approve was made by Ziegler, seconded by Balken. Carried.
- 11.2 Eric Larson:**
- Chip sealing quotes presented to the council.
- 11.3 Amanda Kuschel:**
- New phones to be installed at the REC office and shop for calls to be transferred to employee cell phones.
 - Started the process with the collection agency for unpaid fire call invoices.
 - Approval to pay the annual donation of \$290.00 to West Central Initiative. A **MOTION** to approve was made by Ziegler, seconded by Holland. Carried.
 - Received a letter from the IRS for taxes that were not paid in December of 2021.
- 11.4 Kellie Barry:**
- 147 active fitness members.
 - Vendor Show and Turkey Bingo scheduled for November 16th.
 - Two rentals in August and three are scheduled for September.
- 12.0 NEW BUSINESS:**
- 12.1 REC Coordinator Resignation:** A **MOTION** to approve was made by Tollefson, seconded by Balken. Carried.
- 13.0 OLD BUSINESS:**
- 13.1 Memorial Monument and Flag Poles:** No update.
- 13.2 Addition to the Agenda; Gravel Replacement:** Replace gravel on 3rd St NW.
- 13.3 Addition to the Agenda; Chip Seal:** More details needed on chip sealing options.
- 14.0 Adjourn:** A **MOTION** to adjourn was made by Ziegler, seconded by Tollefson, and carried. The meeting adjourned at 8:40pm.

Respectfully Transcribed by,

Amanda Kuschel,
City Clerk/Treasurer