

**CITY COUNCIL MEETING**  
**ROTHSAY CITY HALL**  
APPROVED MINUTES  
August 7th, 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 7:03 p.m. Council Members present Shane Balken, Darrell Tollefson, Dana Holland Jr., and Nathan Ziegler. Others present: Amanda Kuschel, Jordan Barry, and Heather Weber.
- 2.0 Public Forum:**
- Weber questioned what the set back is for political signs in yards.
- 3.0 Approval of Agenda:** After one addition; A **MOTION** to approve was made by Ziegler, seconded by Balken. Carried.
- 4.0 Approval of July Meeting Minutes:** A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
- 5.0 Approval of Accounts Payable and Accounts Receivable:** A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
- 6.0 Committee Reports:**
- 6.1 Technology- Tillman:** Reminder for all council members to drop tablets off with the clerk.
- 6.2 School Liaison- Holland:** No update.
- 6.3 Budget- City Council:** Overview of budget and budget planning ideas for 2025. Date set for preliminary budget meeting on August 20<sup>th</sup>, 6pm.
- 6.4 Streets/Wastewater- Tollefson:** No update.
- 6.5 Parks and Recreation- Balken/Tollefson:** Approval for Public Works Department and City Clerk to determine the next aerial mosquito application. A **MOTION** to approve was made by Holland, seconded by Ziegler. Carried. Larson and Jordan to level old ice rink when weather allows.
- 6.6 Housing, Building Permits, and Zoning- Ziegler:** SVEDA still in the process of building official. Discussion on what options there are for building inspections.
- 6.7 City Ordinance Audit- Tillman:** No update.
- 6.8 Policing and Public Safety- Ziegler:** Ziegler revised the emergency plan. In the process of scheduling a mock scenario.
- 7.0 EDA Minutes & Report:**
- Finalizing paperwork at the bank for new signers.
- 8.0 Rothsay Fire Department:**
- 8.1 Fire Report:**
- Possible Life Flight training out of Detroit Lakes at East Park in September.
- 8.2 Clerk's Collection Report:** There was a total of ten calls in the month of July; five medicals, one car accident, two false alarms, one carbon monoxide alarm, and one grass fire; Additional billing is still being processed by the Fire Chief.
- 9.0 EMPLOYEE REPORTS:**
- 9.1 Jordan Barry:**
- Summit five-year inspection contract for the REC. Bring to the budget meeting.
  - Barry to get more bids on lift station pipe.
  - Discussion on back-up plans when there is a power outage.
  - Toro mower broke down, parts have been ordered.
- 9.2 Eric Larson:**
- Clerk to send letter to resident regarding diseased trees.
- 9.3 Amanda Kuschel:**
- Received the first LGA payment of \$78,594.00 Next payment to come in December.
  - Received Small Cities Assist payment of \$13,289.00
  - Approval of Pheasants Forever gambling permit. A **MOTION** to approve was made by Ziegler, seconded by Tollefson. Carried.
  - Approval for the clerk to sign off on non-profit gambling permits. A **MOTION** to approve was made by Ziegler, seconded by Tollefson. Carried.

- Gave a tour of the REC to a gentleman who may be interested in holding auctions. Working on dates and pricing.

**9.4 Kellie Barry:**

- 147 active fitness members.

**9.5 Trisha Sunde:**

- Two events for the month of August.
- Volleyball practice will start in August.

**10.0 NEW BUSINESS:**

**10.1 Trust Account:** No update.

**10.2 Purchase Agreement for Commercial Property; addition to the agenda:** Meeting was closed to the public at 8:40pm to discuss.

**11.0 OLD BUSINESS:**

**11.1 Memorial Monument and Flag Poles:** Bring to the September meeting.

**11.2 Electronic Council Meeting Packets:** Bring to the September meeting.

**11.3 Rothsay Commercial and Residential Lot Pricing/Land Acreage Price:** Bring to the September meeting.

**12.0 Adjourn:** A **MOTION** to adjourn was made by Balken, seconded by Holland, and carried. The meeting adjourned at 9:37pm.

Respectfully Transcribed by,

Amanda Kuschel,  
City Clerk/Treasurer