

CITY COUNCIL MEETING

ROTHSAY CITY HALL

APPROVED MINUTES

June 2nd, 2025 @ 7:00 pm

- 1.0 Call to Order:** The council meeting was called to order by Mayor Shane Balken at 7:00 p.m. Council Members present: Heather Weber, Daryl Schleeter, Matthew Balken, and Nathan Ziegler. Others present: Amanda Kuschel, Jordan Barry, Kellie Barry, and Darrell Tollefson.
- 2.0 Public Forum:** No public Forum.
- 3.0 Approval of Agenda:** A **MOTION** to approve was made by Schleeter, seconded by Matthew Balken. Carried.
- 4.0 Approval of May Meeting Minutes:** A **MOTION** to approve was made by Weber, seconded by Ziegler. Carried.
- 5.0 Approval of May Special Meeting Minutes:** A **MOTION** to approve was made by Weber, seconded by Ziegler. Carried.
- 6.0 Approval of May Public Hearing Minutes:** A **MOTION** to approve was made by Weber, seconded by Ziegler. Carried.
- 7.0 Approval of Accounts Payable and Accounts Receivable:** A **MOTION** to approve was made by Ziegler, seconded by Schleeter. Carried.
- 8.0 Committee Reports:**
 - 8.1 Housing, Building Permits, and Zoning-Ziegler:** Discussion on housing projects. Shane Balken will be attending the Wilkin County EDA meeting on June 10th.
 - 8.2 Policing and Public Safety-Ziegler:** No update.
 - 8.3 School Liaison- Matthew Balken:** No update.
 - 8.4 Parks and Rec- Weber/Shane Balken:** The Lions Club planted flowers at East Park.
 - 8.5 Ordinance Audit- City Council:** Review the personal ordinance and bring it to the July meeting.
 - 8.6 Budget- City Council:** Reviewed the budget.
- 9.0 EDA Minutes & Report:**
 - Prairie Days planning is being finalized.
 - The EDA house sold on May 30th.
 - The next Breakfast with Business/Community Leaders will be held on July 10th at 7:30 am.
 - Continuing to look at housing and commercial development options.
- 10.0 Rothsay Fire Department:**
 - 10.1 Fire Report:**
 - The Lucas Machine has been delivered.
 - Approval of up to \$1,000.00 to replace memorial flags and markers. A **MOTION** to approve was made by Ziegler, seconded by Schleeter. Carried.
 - 10.2 Clerk's Collection Report:** There was a total of nine calls in the month of May; two medical, two false alarms, two mutual aid, one structure fire, and two grass fires. Additional billing is still being processed by the Fire Chief.
- 11.0 EMPLOYEE REPORTS:**
 - 11.1 Jordan Barry**
 - Approval to spend up to \$1,200.00 for a check valve. A **MOTION** to approve was made by Ziegler, seconded by Schleeter. Carried.
 - Schleeter and Nord to help in case of an emergency until the new hire is trained.
 - 11.3 Amanda Kuschel:**
 - ARPA funds have been reported to the Treasury office from 2021.
 - The consent agenda will begin with the July meeting.
 - Approval to no longer receive discounts on water for gardens and pools starting June 2nd. A **MOTION** to approve was made by Matthew Balken, seconded by Schleeter. Carried.
 - 11.4 Kellie Barry:**
 - No update.
- 12.0 NEW BUSINESS:**
 - 12.1 Garbage/Spring Clean-Up:**
 - Discussion on recycling. Barry to call Otter Tail County on bin options.

- Approval of a 4-year garbage contract with Fuch's Sanitation. A **MOTION** to approve was made by Weber, seconded by Schleeter. Carried.

12.2 East Park Electrical: Bring to the July meeting.

12.3 Rothsay Regional Report: The council would like a new written proposal/contract from the Barnesville Regional Report. Kuschel to reach out to the paper regarding this.

12.4 Public Works New Hire: There were a total of eight applicants. The hiring committee offered the job to Jacob Barry at a starting rate of \$26.50 per hour. Barry will start on June 17th. A **MOTION** to approve was made by Schleeter, seconded by Matthew Balken. Carried.

13.0 OLD BUSINESS:

11.1 Zoning Map: Discussion regarding changes to the zoning map.

14.0 Adjourn: A **MOTION** to adjourn was made by Ziegler, seconded by Schleeter, and carried. The meeting adjourned at 9:32 pm.

Respectfully Transcribed by,

Amanda Kuschel,
City Clerk/Treasurer