

**CITY COUNCIL MEETING**  
**119 2<sup>nd</sup> ST SW, ROTHSAY, MN**  
**APPROVED MINUTES**  
**July 15, 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: Daryl Schleeter, Tulsa-Leigh Kugler and Darrell Tollefson. Others present: Chris Buckingham, Eric Larson, Jordan Barry and Lisa Zimmerman.

**2.0 Public Forum:** No Public Forum

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

**4.0 ROTHSAY FIRE DEPARTMENT:**

**4.1 Fire Report:** Barry reported there were a total of fourteen calls in the month of June; four grass fires, one vehicle/deer collision, one vehicle fire, four medicals, one service call, two false alarms and one vehicle rollover.

**4.2 Clerk's Collection Report:** No information has been provided to the clerk so far.

**5.0 EMPLOYEE REPORTS:**

**5.1 Jordan Barry:**

- Barry reported that once the manhole discovered in an alleyway is jettted, more can be done determining where it leads.
- The Public Works Department (PWD) will be doing some maintenance at Prairie Park.
- A water leak at East Park has been fixed.
- Barry requested purchasing new stop signs and post to replace some in town. Council agreed it is not a necessity at this time.
- During a recent storm, there was a power outage that left the pump at the lift station damaged. It was brought to Lindberg's for repair. There were also a few trees that went down in the high winds.
- A new water meter will be installed at the Rothsay Truck Stop to hopefully help with water pressure issues they have been having.
- A salesmen approached Barry in regards to purchasing bulk lubricants. Council was not interested.
- Barry will gather a list of upcoming expenditures and get them to the clerk for budget planning.

**5.2 ERIC LARSON:**

- Larson reported the sale has been finalized on the warming house.
- Ten loads of gravel are expected to be deliver in the coming weeks.
- Flooring in the old science wing will need to be patched in soon. Once finished, Plumber's, Inc. will be setting the water fixtures. Due to restricted space, a change in water heaters is need. The total upcharge estimate is \$375.00. Council granted.
- Larson will look into varmint control once all of the construction is finished. Council granted up to \$500.00 for the extermination work.

**5.3 LISA ZIMMERMAN:** No Report.

**6.0 NEW BUSINESS:**

**6.1 LMCIT Insurance Renewals & Audit:** The annual work comp audit took place on Monday, July 8<sup>th</sup>. Everything went well. A **MOTION** was made by Schleeter, seconded by Kugler to approve the League of Minnesota Cities Insurance Trust Insurance renewals. Carried.

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**6.2 Section 19 Fences; Exhibit to Ordinance No. 4.03A Zoning: MOTION** by Kugler, seconded by Tollefson to approve the amendment as presented. Carried. The amendment, in short, discusses the addition of unseen in ground fences to the exhibit.

**6.3 Alleyway Regulations:** Council did not find it necessary to add bylaws regarding abandoned alleyways at this time. If zoning issues arise they will be handled on a case by case basis.

**6.4 Land Annexation:** A Public Hearing has been scheduled for Monday, July 22<sup>nd</sup> at 6:00pm to adopt an Ordinance Annexing Property Owned by the City.

**6.5 Resolution No. 2019-11 Variance Request:** A variance request was made by Chris Buckingham for an outbuilding that would intrude on the current setback distance. **MOTION** to accept the Variance made by Tollefson, seconded by Schleeter. Carried.

**6.6 Ordinance No. 2.02-A Providing for Special Election: MOTION** by Tollefson, seconded by Schleeter to Adopt the Ordinance as presented. Carried. Ordinance No. 2.02-A is an ordinance providing for special elections to fill certain vacancies in elected offices at times other than the regular city general election. A special election will be held on Tuesday, November 5<sup>th</sup>. Filing for candidacy will be open from July 30<sup>th</sup> at 9:00am through August 13<sup>th</sup> at 5: 00pm. The vacant council position will serve a 3 year and approximately 2 month term, beginning November 6<sup>th</sup>, 2019 and expiring December 31<sup>st</sup> 2022.

**6.7 City Planning Meeting Date:** City planning meetings will reconvene after the preliminary budget meetings are held.

**6.8 Addition to the Agenda; Vacant Council Appointment: MOTION** by Kugler, seconded by Tollefson to appoint Chris Buckingham to the vacant council seat until the special election is held. Carried. Buckingham accepted, and was sworn in.

**7.0 OLD BUSINESS:**

**7.1 Community Slip & Slide:** Tillman will work with PWD and the band students to run/work a community slip and slide held before the Movie in the Park on August 23<sup>rd</sup>. Proceeds are to benefit the Rothsay band.

**7.2 Community Person of the Year:** Tabled until Prairie Days 2020 planning.

**7.3 Land Owner Petition:** The City's attorney received a call from the Boundary Adjustment Unit indicating they had received the petition for detachment. A few things were missing yet from the filing party. Once the Boundary Adjustment Unit receives the completed application, a conference call will be scheduled with all parties. A hearing will then be scheduled within 60 days, and we will go through mediation in the interim.

**7.4 East Park Softball Field:** Five loads of agglime were delivered and spread. Bases have been delivered but not yet installed. The PWD will work with Rothsay Public School to discuss possible future needs of updating.

**8.0 Approval of June 3, 2019 Council Minutes:** A **MOTION** was made by Kugler, seconded by Schleeter to approve. Carried.

**8.1 Approval of June 3, 2019 Public Hearing Minutes: MOTION** by Kugler, seconded by Tollefson to approve the minutes, as presented. Carried.

**8.2 Approval of June 17, 2019 Special Meeting Minutes: MOTION** by Schleeter, seconded by Tollefson to approve minutes, as presented. Carried.

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

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

**11.0 MOTION** to adjourn made by Tollefson, seconded by Schleeter, and carried. Meeting adjourned at 8:34 p.m.

Respectfully Submitted by,

Lisa Zimmerman,  
City Clerk/Treasurer