

CITY COUNCIL MEETING
119 2nd ST SW, ROTHSAY, MN
APPROVED MINUTES
December 2, 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: Anthony Harris, 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 Kugler, seconded by Schleeter to approve the agenda. Carried.

4.0 ROTHSAY FIRE DEPARTMENT: Report given by Assistant Chief Barry.

- The grant to FEMA has been submitted. We are awaiting the results.
- Barry has made updates to the call sheet and updated billings.
- Elections for department officers will be held January 16th.

4.1 Fire Report: Barry reported there were a total of five calls in the month of November; four medical, one vehicle accident.

4.2 Clerk's Collection Report: Billed accident reports total \$4,560.00, with \$2,225.00 having been collected. \$2,335.00 is outstanding.

5.0 EMPLOYEE REPORTS:

5.1 Jordan Barry:

- Barry reported a valve wrench was purchase in the amount of \$128. It was received damage and a replacement will be sent.
- Barry is waiting for estimates for "No Hunting" signs to be posted at Prairie Park.
- Council discussed placing a "Speed Zone Ahead" sign nearing the newly posted radar sign on County Rd 52. Barry will research our options and coordinate with Wilkin County.
- Barry would like to remind residents of the winter parking regulations for the City of Rothsay. Ordinance No. 11.03A, Section 3, Subd. 1 States; No vehicles shall be parked on public streets for a continuous period in excess of twelve (12) hours from November 1st through March 31st of the following year. The City can at any time upon notice require vehicles to be moved in the event of snow removal. Any vehicle found violating this Ordinance shall be towed by a commercial towing service at the owner's expense and shall be surrendered only to the duly identified owner thereof upon payment of the cost of towing and storage. Any damage occurred to any such vehicles by such towing operations shall be the responsibility of the owner or operator thereof, and no liability for damages shall be imposed against, nor shall any damage be assumed by the City of Rothsay.

5.2 ERIC LARSON:

- Larson reported the ceiling work that needs to be done at the Rothsay Event Center (REC) has been estimated to cost \$600.00. **MOTION** by Tollefson, seconded by Kugler to approve the work. Carried.
- **MOTION** by Kugler, seconded by Tollefson to approve the Public Works Department (PWD) to install flooring into the Event Center Coordinator's office, not to exceed \$600.00. Carried.
- Larson and Barry will be attending a Minnesota Rural Water Association Training on December 11th in Elbow Lake.
- Larson would like to coordinate with Rothsay Public School (RPS) on the responsibilities of setup and clean up for the sporting events being held at the REC. Tillman will contact the school.

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"The City of Rothsay is an equal opportunity employer and provider."

5.3 LISA ZIMMERMAN:

- City Hall will be closed on December 25th for the Christmas Holiday, as well as January 1st in observance of New Year's.

6.0 NEW BUSINESS:

6.1 Appointment of Council Member Tony Harris: MOTION by Tollefson, seconded by Schleeter to appoint Anthony Harris to the vacant council seat. Carried. His term will expire December 31st, 2020.

*Harris was sworn in immediately following being appointed.

6.2 Utility Rate Increase Public Hearing Date: A public hearing will be held at 6:00pm on December 16th at Rothsay City Hall to discuss and adopt an increase in utility rates.

6.3 Household Hazardous Waste Day: Council approved having a household hazardous waste day. Zimmerman will contact Otter Tail County to set up the date.

7.0 OLD BUSINESS:

7.1 Ice Skating Rink Discussion: A community poll indicated good interest in having a skating rink. Council discussed several locations and options, evaluated pros and cons of each. The council agreed to see how other near-by communities' ice skating rinks are constructed and how they are operated and managed throughout the season. The goal will be to have an optimal setup for the winter of 2020/2021.

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

8.1 Approval of November 8, 2019 Canvassing Meeting Minutes: A **MOTION** was made by Tollefson, seconded by Schleeter to approve. Carried.

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

10.0 Present & Approve December Accounts Payables: MOTION by Kugler, seconded by Harris to approve as presented. Carried.

11.0 MOTION to adjourn made by Harris, seconded by Schleeter, and carried. Meeting adjourned at 7:45 p.m.

Respectfully Submitted by,

Lisa Zimmerman,
City Clerk/Treasurer