

CITY COUNCIL MEETING

ROTHSAY CITY HALL

APPROVED MINUTES

May 1st, 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, DJ Holland Jr, and Nathan Ziegler. Others present: Amanda Kuschel, Heather Weber, Tony Harris, Jim Boyce, Chris Buckingham, Amanda Quam, Kurt Mortenson, Rick Schara, Jordan Barry, and Eric Larson.
- 2.0 Public Forum:**
- Chris Buckingham questioned how the ordinance is written, regarding residents' yards and unregistered vehicles on properties in the city. Kuschel stated that letters have been issued.
- 3.0 Approval of Agenda; After one addition:** A **MOTION** to approve was made by Balken, seconded by Tollefson. Carried.
- 4.0 Approval of April Meeting Minutes:** A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
- 5.0 Approval of April 16th Special Meeting Minutes:** A **MOTION** to approve was made by Balken, seconded by Tollefson. Carried.
- 6.0 Approval of Accounts Payable and Accounts Receivable:** A **MOTION** to approve was made by Tollefson, seconded by Holland. Carried.
- 7.0 Committee Reports:**
- 7.1 Technology- Tillman:** Met with park Region and making master plan for transition.
- 7.2 School Liaison- Holland:** No update.
- 7.3 Budget- City Council:** Overview of budget and budget planning ideas for 2025.
- 7.4 Streets/Wastewater- Tollefson:** Valve exerciser rented for June 4th and 5th.
- 7.5 Parks and Recreation- Balken/Tollefson:** Balken received a quote from Thompson Greenery for flower baskets.
- 7.6 Housing, Building Permits, and Zoning- Ziegler:** Building Official, Boyce put in his resignation for the end of August. A **MOTION** to approve was made by Ziegler, seconded by Balken. Carried.
- 7.7 City Ordinance Audit- Tillman:** Ordinance review.
- 7.8 Policing and Public Safety- Ziegler:** Work on an emergency plan to have in place.
- 8.0 EDA Minutes & Report:**
- The loan for 214 1st Ave NW was completed and work is continuing with the house.
 - The City of Rothsay's First Impression Report was presented.
- 9.0 Rothsay Fire Department:**
- 9.1 Fire Report:**
- Cale Brandt was voted in as the new Assistant Fire Chief/Training Officer. A **MOTION** to approve was made by Tollefson, seconded by Holland. Carried.
 - Nate Johnson resigned from the Fire Department. Thank you for all the years of service.
 - Applying for the DNR 50/50 Grant.
 - The Fire Department will be escorting the senior class in the parade following the graduation ceremony on May 24th.
 - Ziegler and Balken to work with the Fire Chief on unpaid fire call invoices.
- 9.2 Clerk's Collection Report:** There was a total of 1 call in the month of April; One other; Additional billing is still being processed by the Fire Chief.
- 10.0 EMPLOYEE REPORTS:**
- 10.1 Jordan Barry:**
- Hydrant flushing will be last week in May.
 - Sewer jetting will be done first week in May.
- 10.2 Eric Larson:**
- Contacting Terminix on service provided.
 - Contacted Ripley's Gravel for estimates on gravel. Bring to the June meeting.

- Bathrooms at East Park will be painted, water main being repaired, plexiglass in windows, and install solar lights from the skating rink.
 - Water softener quote for the REC came in at \$3,300.00 Working on getting the price down.
- 10.3 Amanda Kuschel:**
- Hazardous Waste scheduled for May 17th.
 - Spring Clean-Up scheduled for May 22nd.
 - Rabies Clinic scheduled for May 22nd.
 - Approval for the Rothsay Event Center and Rothsay Fire Department to advertise in the Rothsay Prairie Chix calendar. A **MOTION** to approve was made by Balken, seconded by Tollefson. Carried.
- 10.4 Kellie Barry:**
- Three new memberships in the month of April.
 - In the process with Silver Sneakers/One Pass to become a partner. Received contract from One Pass and waiting for call back on Silver Sneakers.
- 10.5 Trisha Sunde:**
- Plan a Summer Kick-Off/Father's Day Grill Out. A **MOTION** to approve was made by Balken, seconded by Ziegler. Carried.
 - Seven rentals for the month of May.
- 11.0 NEW BUSINESS:**
- 11.1 Wilkin County Sheriff's Department Police Contract:** Approval of police contract for \$19,384.20. A **MOTION** to approve was made by Holland, seconded by Tollefson. Carried.
- 11.2 West Central Initiative:** Discussion on grant opportunities and programs.
- 11.3 Memorial Monument and Flag Poles:** Call for estimates on concrete and pulley system for flag poles.
- 11.4 Addition to the agenda; Performance Review:** Schedule special meeting to discuss.
- 12.0 OLD BUSINESS:**
- 12.1 Electronic Council Meeting Packet:** Working with Park Region on set up.
- 12.2 Rothsay Commercial and Residential Lot Pricing/City Land Acreage Price:** Bring to June meeting.
- 12.3 Tax Abatement Program:** Discussion on new program.
- 13.0 Adjourn:** A **MOTION** to adjourn was made by Tollefson, seconded by Holland, and carried. The meeting adjourned at 9:41pm.

Respectfully Transcribed by,

Amanda Kuschel,
City Clerk/Treasurer