

# CITY COUNCIL MEETING

## ROTHSAY CITY HALL

### APPROVED MINUTES

November 13th, 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: Darrell Tollefson, Shane Balken, and Nathan Ziegler. Council members absent: Dana Holland Jr. Others present: Amanda Kuschel and Heather Weber.
- 2.0 Public Forum:** No Public Forum
- 3.0 Approval of Agenda:** A **MOTION** to approve was made by Balken, seconded by Ziegler. Carried.
- 4.0 Approval of October Meeting Minutes:** After discussion with the council regarding Open Law Meeting. A **MOTION** to approve was made by Balken, seconded by Tollefson. 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 School Liaison- Holland:** Ziegler along with Kuschel, Barry, and Larson had a formal sit-down meeting with the Rothsay Public School Superintendent regarding the emergency plan.
- 6.2 Budget- City Council:** Final budget meeting set for Wednesday, December 4<sup>th</sup> at 6:30pm.
- 6.3 Streets/Wastewater- Tollefson:** They are a couple of fire hydrants left to be fixed. Inspection on the water plant was completed.
- 6.4 Parks and Recreation- Balken/Tollefson:** Christmas tree lighting will be November 30<sup>th</sup>.
- 6.5 Housing, Building Permits, and Zoning- Ziegler:** Discussion of updating the zoning map.
- 6.6 Policing and Public Safety- Ziegler:** Plan for the Emergency mock scenario in February.
- 6.7 City Ordinance Audit-Tillman:** Reviewed and discussed the Cannabis Retail Ordinance sent from Wilkin County. Bring to the December meeting.
- 7.0 EDA Minutes & Report:**
- Santa Days will be held Saturday, November 30<sup>th</sup> with the Christmas tree lighting.
  - Approval to pay up to \$3,200.00 for the last edition of the Enterprise. A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
  - The Town Hall meeting is set for October 30<sup>th</sup> at the REC.
  - Approval of appointment of John Reber to EDA. A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
  - Approval for the EDA to move forward with the WCI Component Fund. A **MOTION** to approve was made by Balken, seconded by Ziegler. Carried.
  - Approval to purchase of new Christmas tree for flagpole not to exceed \$350.00. A **MOTION** to approve was made by Balken, seconded by Tollefson. Carried.
- 8.0 Rothsay Fire Department:**
- 8.1 Fire Report:**
- FEMA Grant was denied.
  - Fire Department wanting to purchase a Lucas CPR device.
  - Auto extrication tool testing will be happening from October through December. Possibility of junk cars being used for tool demo.
- 8.2 Clerk's Collection Report:** There was a total of two calls in the month of October; one car fire and one car accident; Additional billing is still being processed by the Fire Chief.
- 9.0 EMPLOYEE REPORTS:**
- 9.1 Jordan Barry:** Kuschel and I working on the lead and copper service line inventory. Letters were sent out to residents that were on the list.
- 9.2 Eric Larson:**
- Seal coating quote from Advanced Striping and Sealcoating. The council would like to see other quotes.
- 9.3 Amanda Kuschel:**
- Extension for the 2023 Audit was filed for December 15<sup>th</sup>.

- gWorks is working on the issues on the utility billing program.
- Approval of Corrpro contract of \$975.00 for 2025. A MOTION to approve was made by Ziegler, seconded Balken. Carried.
- Approval of a \$50.00 Fire Department donation. A **MOTION** to approve was made by Ziegler, seconded by Tollefson. Carried.
- Andersen chicken coop variance. The council would like to see the plans for the coop. Bring to the December meeting.
- A motion to approve all fundraising donations for city approved events. A **MOTION** to approve was made by Ziegler, seconded by Balken. Carried.

**9.4 Kellie Barry:**

- 164 active fitness members.
- Vendor Show and Turkey Bingo scheduled for November 16<sup>th</sup>. Currently have 18 vendors that have paid and more to come.
- Eight rentals in November and six are scheduled for October.

**10.0 NEW BUSINESS:**

**10.1 Official Publication:** Set up a meeting with the school to talk about the Enterprise.

**10.2 Resolution 2024-7 ARPA Funds:** Approval of Resolution to close the ARPA Funds account and move into the General Fund. A **MOTION** to approve was made by Ziegler, seconded by Balken. Carried.

**10.3 Farmland Lease:** Approval of lease with same terms in 2024. A **MOTION** to approve was made by Balken, seconded by Ziegler. Carried.

**11.0 OLD BUSINESS:**

**11.1 Memorial Monument and Flag Poles:** No update.

**12.0 Adjourn:** A **MOTION** to adjourn was made by Tollefson, seconded by Balken, and carried. The meeting adjourned at 8:41pm.

Respectfully Transcribed by,

Amanda Kuschel,  
City Clerk/Treasurer