

CITY COUNCIL MEETING

ROTHSAY CITY HALL

APPROVED MINUTES

July 17th, 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, and Nathan Ziegler. Council absent: Dana Holland Jr. Others present: Amanda Kuschel, Jeremy Evans, Tony Harris, Breanna Koval, Jordan Barry, Jerry Wigdahl, Mike Bjertness, Orville Anderson, Zander Weber, and Heather Weber.
- 2.0 Public Forum:**
- Anderson questioning when the next mosquito spray will be scheduled. The council will discuss.
 - Anderson would like the 3rd St NW sign to be put back up. Barry stated that it had been ordered.
 - Anderson wondering on dust control for 3rd St NW considering the city removed the pavement from the road. Plan to budget for 2025.
 - C-W Co-op would like to purchase an additional one and half acres of land, possibly more. Tillman and Balken to set up a meeting with Mike to discuss.
 - The Lion's Club would like to adopt East Park and Event Center playground. They would take care of the maintenance and would like to place a sign at each location sharing it as a Lion's Club Project.
 - Evans questioned if he was allowed to have chickens in city limits. Clerk to send out the ordinance to Evans.
- 3.0 Approval of Agenda:** A **MOTION** to approve was made by Tollefson, seconded by Balken. Carried.
- 4.0 Approval of June Meeting Minutes:** A **MOTION** to approve was made by Tollefson, seconded by Balken. Carried.
- 5.0 Approval of June 12th Special Meeting Minutes:** A **MOTION** to approve was made by Tollefson, seconded by Balken. Carried.
- 6.0 Approval of Accounts Payable and Accounts Receivable:** A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
- 7.0 Committee Reports:**
- 7.1 Technology- Tillman:** The contract with Park Region for IT Support has been signed.
- 7.2 School Liaison- Holland:** No update.
- 7.3 Budget- City Council:** Overview of budget and budget planning ideas for 2025. Dates to be set for budget meetings at the August meeting. The wage negotiation meeting is set for 6:00pm on Wednesday, August 7th.
- 7.4 Streets/Wastewater- Tollefson:** A special thank you to the Mayor of Barnesville and Barnesville Public Works Department for the ground mosquito spraying. A few residents received door knockers with a QR code for the lead and copper survey. This code will remain open to complete.
- 7.5 Parks and Recreation- Balken/Tollefson:** Approval to schedule the next ariel mosquito spray for end of July. A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
Bathrooms at East Park are finished being painted. Thank you to the Wilkin County Sheriff's Department for helping with this project. Clay piles have been removed from the park and the Lions Club repainted the playground equipment.
- 7.6 Housing, Building Permits, and Zoning- Ziegler:** Review and update the Zoning Ordinance.
- 7.7 City Ordinance Audit- Tillman:** Revised version of Ordinance 6.03 was posted and approved.
- 7.8 Policing and Public Safety- Ziegler:** Ziegler sent over an emergency plan draft to Wilkin County. The county noted that the city does not need one in place but it good to have and handed the council a shorter plan for what the county has in place. Wilkin County would

like to have an emergency exercise with city staff and council to learn what to do in case of an emergency.

8.0 EDA Minutes & Report:

- Approval to pay an invoice of \$1,497.00 for the Rothsay Enterprise invoice. A **MOTION** to approve was made by Ziegler, seconded by Tollefson. Carried.
- Approval for Honer to be the new EDA Treasurer and Curtis for Secretary. A **MOTION** to approve was made by Tollefson, seconded by Ziegler. Carried.
- Ziegler and the rest of the council would like to thank all the volunteers who helped with Prairie Days.

9.0 Rothsay Fire Department:

9.1 Fire Report:

- DNR Grant was signed by clerk and submitted.
- Approval of \$782.09 for new door decals at the fire hall. A **MOTION** to approve was made by Ziegler, seconded by Balken. Carried.
- Gear and pack inspections to be done in 2025.
- Approval of \$500.00 to purchase two new flags. A **MOTION** to approve was made by Tollefson, seconded by Balken. Carried.

9.2 Clerk's Collection Report: There was a total of thirteen calls in the month of June; four medicals, five car accidents, two rescues, one weather related, and one grass fire; Additional billing is still being processed by the Fire Chief.

10.0 EMPLOYEE REPORTS:

10.1 Jordan Barry:

- The fuel pump went out in the city truck and has been fixed.

10.2 Eric Larson:

- Approval of two flowering crab apple trees donated by Cecil Mosher. A **MOTION** to approve was made by Ziegler, seconded by Balken. Carried.
- Request to order more Perma-Patch. No approval until next year.
- No update on Red Dot Pest Control.

10.3 Amanda Kuschel:

- gWorks to go live on August 6th.
- Ordering a donation box to be put in the shelter at East Park.
- Working with Weber on updating the city website.
- Wilkin County Sheriff's Department will be helping with projects within the city for their sentence to serve program.
- The Pay Equity Report came back reading non-complaint. The council are working to have this corrected.
- Park Region Co-op contract, clerk to figure pricing and bring to council next month.
- Notice for filing for city election went in the last edition of the Rothsay Regional.

10.4 Kellie Barry:

- 138 active fitness members.
- Ordering one plyo box for Fitness Center.

10.5 Trisha Sunde:

- Two events for the month of July.

11.0 NEW BUSINESS:

11.1 Trust Account: Bring to the August meeting.

12.0 OLD BUSINESS:

12.1 Memorial Monument and Flag Poles: Bring to the August meeting.

12.2 Electronic Council Meeting Packets: Park Region to complete set up. Bring to the August meeting.

12.3 Rothsay Commercial and Residential Lot Pricing/Land Acreage Price: Purchase Agreements to include timeline of builds and what can be placed on each lot.

13.0 Adjourn: A **MOTION** to adjourn was made by Tollefson, seconded by Balken, and carried. The meeting adjourned at 9:55pm.

Respectfully Transcribed by,

Amanda Kuschel,
City Clerk/Treasurer

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