

**CITY COUNCIL MEETING**  
**119 2<sup>nd</sup> ST SW, ROTHSAY, MN**  
**APPROVED MINUTES**  
**February 19, 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: Les Nelson, Daryl Schleeter, Tulsa-Leigh Kugler and Darrell Tollefson. Others present: PT Jensen, Rothsay Fire Chief; Matt Balken, Chad Curtis, Justin Mathesan, Jordan Barry, Eric Larson and Lisa Zimmerman.

**2.0 Public Forum:** Justin Mathesan recently purchased the restaurant previously known as Ole and Lena's Pizzeria. Mathesan made a request to council to obtain a liquor license issued by the City. A **MOTION** was made by Schleeter, seconded by Nelson to approve the request. Carried. The cost of the license will remain the same with an annual on-sale rate of \$1,500.00 as well as Sunday sales at \$200.00 for a total of \$1,700.00 for the year ending December 31, 2019.

**3.0 Approval of Agenda: After One Addition,** A **MOTION** was made by Tollefson, seconded by Kugler to approve the agenda. Carried.

**4.0 ROTHSAY FIRE DEPARTMENT:**

- Fire Chief, PT Jensen, reported two of the department's members will be retiring at the end of March.
- Jensen has been in contact with Lake Region Electric Coop (LREC), who has agreed to donate a generator to the Fire Hall for emergency power outage situations.
- The furnace at the Fire Hall will either need repairs or replacing. The department will decide what is best for their needs at the next fire department meeting and present to council for approval.

**4.1 FIRE REPORT:** Chief Jensen reported there were a total of eight calls in the month of December; two medical, two car accidents, one false alarm, one carbon monoxide check, one powerline security, and one furnace backfire.

**5.0 EMPLOYEE REPORTS:**

**5.1 JORDAN BARRY:**

- Barry reported Well #5 was pulled and everything went well with the maintenance work. Well #4 will be done in 2021.
- One of the aerator pumps will eventually need to be replaced. A quote from General Repair Service was received in the amount of \$7,125.00. An inventory will be taken on the equipment and be worked into the budget throughout the years to avoid unexpected costly projects.
- Barry requested to attend classes to become a certified tree inspector. Registration cost is \$85.00. **MOTION** was made by Kugler, seconded by Nelson to approve his request. Carried
- Barry will be attending MRWA annual conference on March 5<sup>th</sup>-7<sup>th</sup>.

**5.2 ERIC LARSON:**

- Larson reported he spoke with the restaurant owners in town about installing grease interceptors if they don't already have one in place to help with grease build up in the sewer lines.
- Larson will reach out to the family of Heidi Hauger who has a memorial located at the old school site where demolition will take place.
- Larson will be gone February 22<sup>nd</sup>.

**5.3 LISA ZIMMERMAN:**

- Zimmerman reported the city's annual audit will take place February 25<sup>th</sup>-27<sup>th</sup>. Spring Clean-Up will be held on Wednesday, May 22<sup>nd</sup>, 2019.

**CONTINUED.....**

- Zimmerman will be working with AMP Insurance to complete the insurance renewals with the League of Minnesota Cities Insurance Trust.
- A request was made for donations to the post prom committee. **MOTION** was made by Schleeter, seconded by Kugler to donate \$50.00 as in the past.
- Water/Sewer usage will be estimated for the January-February cycle of utility bills. With the amount of snow we've had, the public works department is unable to get to the meters to read them.

**6.0 NEW BUSINESS:**

**6.1 Resolution No. 2019-3 Accepting Donations:** **MOTION** by Tollefson, seconded by Kugler to accept Resolution No. 2019-3, accepting a donation from Lake Region Electric Coop's Round Up Program, in the amount of \$225.00. Carried.

**6.2 Rothsay City Logo:** Designs created by Stacey Raatz were presented. Council chose their favorite 2 options and advised Zimmerman to put a poll on Facebook for resident feedback. Council will make the final decision at the March Meeting.

**6.3 Minnesota Rural Water Association Membership:** **MOTION** made by Schleeter, seconded by Nelson to approve the membership. Carried.

**6.4 Lakes Country Service Cooperative Membership:** Council will make a decision at the regular March meeting.

**6.5 Airborne Custom Spraying Contract:** A **MOTION** was made by Nelson, seconded by Schleeter to approve the contract as presented. Carried.

**6.6 Addition to the Agenda, Internet Service Provider:** A new internet provider is interested in providing service to the City of Rothsay. A request to place towers on the Fire Hall and Water Tower was made. More research will be done on leasing options to a provider like this.

**7.0 OLD BUSINESS:**

**7.1 Rothsay Event Center:**

- A Change Order was presented by T & K Kennedy Excavating, INC in the amount of \$40,222.00 for the demolition portion of the project. **MOTION** by Nelson, seconded by Tollefson to approve the Change Order as presented. Carried.
- Chad Curtis, who had made an agreement with the school board a number of years ago, requested an additional \$5,000.00 for the burial of the demolished portion of the building on his land, bringing the total cost for burial to \$25,000.00. The City who has since taken over the building, will consider Curtis's request and have a response at the March meeting.
- Mathesan will work with the city on the kitchen equipment he is interested in.
- The city continues to sell sinks and heating units that would otherwise be disposed of.
- The city hopes to hear back from Comstock in regards to the Otter Tail Power energy rebates.

**7.2 The Prairie Addition:** Tillman presented a revised version of the covenants on the lots. Council will take action at the March meeting.

**7.3 City Hall Renovation:**

- Matt Balken presented a design for a new council table in the amount of \$2,000.00. **MOTION** by Nelson, seconded by Schleeter to move forward with Balken building the table. Carried. \$1,000.00 will be paid up front for materials, followed by the remaining balance of \$1,000.00 once completed.
- An estimate from Ottertail Glass was presented in the amount of \$12,018.94 to install new ADA compliant doors on the front of the building. Gary Green is obtaining other options to remodel the existing doors to get them up to code.
- An open house will be held once the clerk's office is moved.

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**8.0 Approval of January 7, 2019 Council Minutes:** **MOTION** was made by Nelson, seconded by Tollefson to approve. Carried.

**8.1 Approval of January 14, 2019 Minutes:** **MOTION** by Nelson, seconded by Schleeter to approve as presented. Carried.

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

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

**11.0 MOTION** to adjourn by Tollefson, seconded by Kugler, and carried. Meeting adjourned at 9:39 p.m.

Respectfully Submitted by,

Lisa Zimmerman,  
City Clerk/Treasurer