

CITY OF RUSHFORD VILLAGE MINUTES OF MARCH 7, 2023
REGULAR COUNCIL MEETING
43038 State Hwy 30, Rushford Village, Minnesota 55971-5167

Pledge of Allegiance to the Flag

The March 7, 2023 Council Meeting was called to order by Mayor Dennis Overland at 7:00 p.m. in the Rushford Village Office. Council Members present: Mike Ebner, Travis Link, Robert Hart and Rick Ruberg; Public Works/Maintenance Supervisor Trenten Chiglo, City Attorney Joseph O’Koren, Treasurer Judy Graham and Clerk Mary Miner.

Absent: Planning/Zoning Administrator Jon Pettit

AGENDA was approved as presented

Motion by Link, 2nd by Ebner, Carried.

MINUTES from the February 21, 2023 Regular Council Meeting were approved as presented

Motion by Hart, 2nd by Link, Carried.

CITIZENS/OTHERS PRESENT: None

FINANCIALS: February Expenses \$47,390.66, February Receipts \$9,292.57, Outstanding Checks as of 2/28/2023

\$30,371.77, Bank Balance as of 2/28/2023 \$142,214.88

Estimated March Receipts \$9,400.00/Estimated March Expenses \$36,000.00

CD’s renewing at current advertised rates

Motion made to approve the Financials as presented

Motion by Hart, 2nd by Ruberg. Carried.

PLANNING/ZONING: Pettit: New Permits/Inquiries/Updates:

New Permits:

#1561-Gordon Johnson-Sheetrock Basement-North Money Creek

#1562-Dave Lind-Replace Roof-State Highway 43 S

#1563IU-Jack Hedin/Featherstone Farms-Interim Use Renewal 2023-2024-State Highway 30

Permit Status / Projects in Process / Inquiries:

• **March 21, 2023 Planning and Zoning Meeting-Pettit out of town:**

- Pettit will be out of town for the March 21st planning and zoning meeting.
- Only outstanding item from February meeting is update to Jack Hedin campground questions-Jon spoke with Fillmore County Planning and Zoning and will have an update for the April Planning and Zoning meeting

Motion made to cancel the March 21, 2023 Planning and Zoning meeting

Motion by Hart, 2nd by Ebner, Carried.

- The next Planning and Zoning meeting will be Tuesday, April 18, 2023 at 5:30 pm in the CRV Office

ROADS/WATER/SEWER:

• **Roads/Utilities Update-Chiglo Reported:**

- Getting ready to start County Line and Gilberston projects
- Chiglo hauled in 3 loads of rock to the rock shed, Bruening Rock did not have trucks available and with the weather forecast he felt he needed to make sure he had rock on hand
- Ebner explained the bases of the bridge lights along Highway 43 need to be cleaned out and some type of screen should be installed to keep the mice out. This should be able to be done without having to go into the area the wiring is located. Ebner offered to help if needed
- Ruberg reported he spoke with MN DNR (Angela) regarding the creek bank washing along Gilberston Rd. Ruberg was told the MN DNR has their projects for this year already set but Angela and her crew will take a look at the washout. The MN DNR may be able to do something with it in 2024. This is a designated trout stream. Chiglo will reach out to the MN DNR to see what can be done now to prevent further bank erosion until it is determined if MN DNR will be able to help in the future.
- Ebner spoke with Melissa from MN DNR, Lanesboro area person and will provide Chiglo with her contact information

• **CRV Driveway:**

- Chiglo reported he would like to close the CRV driveway between Highway 30 and City Park Road because of safety concerns. The driveway has become busy and will only get busier during the summer months
- Drainage issues will also be addressed by placing culverts or cutting slight ditches to drain the water around the brush and compost piles as well as between the old rock shed and the rock shed

- Chiglo will contact Jack at Featherstone Farms to let him know about the driveway closure
- Chiglo will determine where to place the barricades. Snowfence may need to be put up to keep people from driving around the barricade
- Chiglo recommended, when it comes time to put up a lean-to, it would work best to have the lean-to come off the north side to the rock shed with the opening facing the highway. This would keep the rock and sand/salt in the same area

Motion made to approve closure of CRV driveway between Highway 30 and City Park Road after Featherstone Farms has been notified

Motion by Ruberg 2nd by Ebner. Carried.

• **Road Rock Bids:**

- The past rock bids have been for 3,000 cubic yards. Chiglo feels 3,000 cubic yards will be enough for 2023
- Miner will send bid request letters to Bruening Rock-Decorah, Milestone-Onalaska, Kruckow-Caledonia as well as put a notice in the Fillmore County Journal the weeks of March 20 and 27, 2023
- Notice Sent out: The bid request is for 3000 cubic yards of Class 2 crushed rock wearing course that meets MN DOT requirements, to be delivered by the cubic yard and spread or stockpiled, or picked up at the quarry pile. Must be spread on roads by June 15, 2023 and stockpiled for winter use in September or October, 2023. Penalties may be imposed if rock is delayed. Please specify price per ton and price per yard. Bids must include a Certificate of Insurance and be received by the Rushford Village City Clerk, 43038 State Highway 30, Rushford Village, MN 55971-5167 no later than 7:00 p.m. on Tuesday, April 18, 2023. Please label outside of envelope "2023 ROCK BID".
- Bids will be opened during the April 18, 2023 Council meeting
- 2023 road rock budget is \$43,000.00

Motion made to advertise for rock bids as presented in the Fillmore County Journal March 20th and 27th and send letters to rock vendors in the area.

Motion by Ruberg 2nd by Link. Carried.

• **Maintenance Shed Estimates:**

- Ebner went over the estimates with the Council. Requests for bids were sent to two contractors for the plumbing/heating/septic parts of the project, only one replied back
- \$90,000.00 was budgeted, estimates came in at \$126,116.10 which is about 35% higher than budgeted
- Beaver Builders' Supply estimate # 77355 \$37,761.52. Washbay curtain was removed (\$6,141.83). This can be done at a later date if needed. CRV is tax exempt at Beaver Builders' so all materials will be purchased through them
- Beaver Builders' Supply estimate #77805 \$2,327.25-Installation of two overhead doors-Wayne Rye was going to install them but because of the size decided not to
- Wayne Rye estimate \$14,000.00-This included installing the washbay curtain which has been removed from the project so this estimate should be less
- Robin Rislove concrete estimate for concrete and labor, \$22,525.00. 6 inch depth would match up with existing concrete floor and includes two 10'x48' aprons outside the shop doors. Rislove got 2 bids for concrete, with his labor included the estimate came in at Modern Redit Mix \$22,525.00 and Croell \$24,125.00. Up to 10 inches of gravel will need to be removed from the maintenance shed to allow installation of the drain pipe. CRV maintenance, with Robin's guidance, can remove the gravel to help save money
- Norman's Electric estimate \$12,742.00 included inside wiring as well as installing outside lights by the rock shed and running electric to the east side of the maintenance shed for future projects
- STS Plumbing Estimate #3907 \$5,915.04-radiant tube heater-compared to infloor heat this would dry the equipment quicker, have faster recovery time after a door has been opened, would not need to rip up concrete if a repair is needed
- STS Plumbing estimate #3885 \$6,047.87-includes plumbing and fixtures for the bathroom
- STS Plumbing estimate #3886 \$6,923.58-Install septic holding tank for bathroom

• **Maintenance Shed Estimates Cont.:**

- STS Plumbing estimate # 3905 \$7,818.94- Replace infloor heat boiler, it was estimated the boiler was installed 18 years ago-This does not need to be done at this time but the advantages of doing it now are material and labor costs will be higher if done at a later date, gas would be cheaper than electric, the gas boiler could be used as a hot water heater for the bathroom so another hot water heater would not need to be installed, a stand alone generator to run the office and shop would not need to be a 40K commercial generator it could be a residential unit so that cost would be at least \$10,000.00 cheaper
- STS Plumbing estimate #3906 \$10,054.90-Shop drain and holding tank
- STS will be installing a waterline to the maintenance shed, it would be best if this could be done at the same time the septic tanks are installed
- Ebner stated bids were figured worse case scenario. The CRV maintenance men should be able to help with some of the work and use CRV equipment which will reduce the cost

- Hart questioned if money is set aside yearly for buildings. Graham stated money is not set aside yearly, years ago \$100,000.00 was put into a CD for buildings.
- Reasons to update the maintenance shed: Upkeep of new equipment, a place to wash equipment, bathroom for employees, get better organized, better work environment, half the building is not being fully utilized right now
- The option of building another structure was looked at but it was determined to be not as cost effective as remodeling the existing building
- The diesel barrel will need to be relocated to outside. The estimates provided include building a roof over the barrel as well as wiring a switch on the inside of the maintenance shed to turn the pump on and off
- Ruberg noticed the Beaver Builders' Supply estimate expired 12/16/2022 and questioned if they would stand behind that estimate. Ebner will contact Derek Colbenson to get an updated estimate.
- Hart questioned where the additional money needed would come from. The building CD has \$123,762.43 but that mean there would not be any money set aside if something were needed to be done to the existing buildings
- CRV received \$91,359.95 from the American Rescue Plan Act of which approximately \$2,200.00 will be left after the water meter replacement project.
- After 2024 the bond payment the Cooperative Way part is paid off, this will lower the current bond payment by approximately \$60,000.00

Motion made to table further discussion to March 21st meeting to allow time for an updated estimate from Beaver Builders' Supply **Motion** by Ruberg 2nd by Link. Carried.

• **Water Meter Replacement-Ground Wire Electrical Estimate:**

- CRV will be replacing all the water meters in the South Rushford water district.
- All waterlines should be grounded. If a waterline is not grounded or there is not enough jumper wire length for the plumber to replace the water meter safely an electrician must be available to install a temporary jumper wire until the water meter is replaced and then the electrician would reattach the jumper wire.
- Residents that do not have a jumper wire will be notified so they can have a jumper wire installed at their expense
- For CRV to hire an electrician to be onsite 8-10 hours a day until the water meter project is done would be very expensive. Norman's Electric would be available on an as needed basis because they are right there and have employees that could leave to take care of a residence when needed
- The ground wire should have been installed when the water meters were installed in 1985 so hopefully there will not be many with issues.
- Norman's Electric submitted a quote of \$80.00 per residence to provide this service as needed

Motion to accept Norman's Electric quote of \$80.00 per residence **Motion** by Hart, 2nd by Link, Carried.

• **Bridge 3827 Replacement:**

- CRV received a proposal from Fillmore County for the potential replacement of bridge #3827

Motion made to allow Overland and Miner to sign and send bridge replacement agreement back to Fillmore County **Motion** by Ebner, 2nd by Ruberg. Carried.

• **CentralSquare Hand Held Meter Readers Quote #Q-128099:**

- Quote Q-128099 in the amount of \$903.50 was received for the purchase of Asyst hand held meter readers license, training and project management fees
- This program is needed to allow the remote water meter reading information to be accepted from new water meters for billing purposes
- Future maintenance cost for this license will be approximately \$118.50 which would bring the total cost for the billing software package to approximately \$900.00 per year

Motion made to approve CentralSquare Quote Q-128099 in the amount of \$903.50 **Motion** by Ebner, 2nd by Link. Carried.

OTHER:

• **LMC Loss Control Workshops-Rochester Mn, April 18, 2023-Cost \$20.00 per person:**

- Miner would attend the morning Administrative Track and afternoon Cybersecurity Essentials
- Chiglo and Michel would attend the morning Public Works/Parks & Rec Track

Motion made to have Miner, Chiglo and Michel attend the workshop at a cost of \$20.00 per person **Motion** by Hart, 2nd by Link, Carried.

OTHER UPDATES / MEETINGS:

- March 21-24, 2023-Miner attending MCFOA Conference-St. Cloud

- April 17-21, 2023-CRV Local Board of Appeal & Equalization Open Book at Fillmore County Assessor's Office

Next Meetings: Council: March 21 and April 4, 2023 @ 7:00 pm at CRV Hall Office

Zoning: April 18, 2023 @ 5:30 pm at CRV Hall Office

Motion made to Adjourn Regular Council Meeting at 8:15 pm by Hart, 2nd by Ruberg. Carried