

CITY OF RUSHFORD VILLAGE AGENDA
REGULAR ANNUAL MEETING, JANUARY 18, 2022 – 7:00 PM
43038 State Hwy 30, Rushford Village, Minnesota 55971-5167

Pledge of Allegiance to the Flag

CALL TO ORDER: Mayor Dennis Overland, Council Members: Mike Ebner, Roger Knutson, Robert Hart, Rick Ruberg; Public Works/Maintenance Supervisor Trenten Chiglo, Planning/Zoning Administrator Jon Pettit, City Attorney Joseph O’Koren, Treasurer Judy Graham, and City Clerk Mary Miner.

AGENDA APPROVAL:

Motion_____

Additions:

MINUTES APPROVAL: December 21, 2021 Regular Council Meeting.

Motion_____

Additions /Corrections?)

- Review January 19, 2021 Annual Meeting Minutes

CITIZENS /OTHERS PRESENT /WISHING TO BE HEARD:_____

CLERK’S PRESENTATION OF 2021 FINANCIAL REPORT

Motion_____

APPOINTMENTS / DESIGNATIONS:

Motion_____

Vice Mayor:_____ Acting Clerk:_____ Acting Treasurer:_____

REGULAR COUNCIL MTGS: 1st & 3rd Tuesdays, 7:00 PM; Special Mtgs Posted &/or
Published, including adjustments for Holidays

Motion_____

2023 ANNUAL Meeting: Tuesday, January 17, 2023- No January 3, 2023 meeting

Motion_____

CREDIT CARD, OFFICIAL DEPOSITORIES & SIGNATORIES:

Motion_____

___ Now Account Checking (3 sign) & Safe Deposit Box (1 signs) at Rushford State Bank (RSB)

___ Signatures – Checking: Mayor _____, Vice Mayor _____, Treasurer Graham,
Clerk Miner

___ Signatures – Safe Deposit Box: Treasurer Graham, Clerk Miner

___ Signatures - CD’s @ RSB (4 to invest, 2 to withdraw) : Treasurer, Clerk, Mayor /Acting Mayor

[All Funds: General/Road Equipment as specified, EDA-RLF, Water PFA & non PFA, Sewer (no PFA)]

___ Merchants Bank Credit Card: Maintenance \$5,000.00, Clerk \$5,000.00

___ **OFFICIAL NEWSPAPER-2022**_____

Motion_____

___ Support/Special Events Ads: Fire & Ambulance, Nat’l Education Week, Volunteers

Motion_____

2022 COMMITTEES / Other appointments: (2021 Appointments are listed below)

Motion_____

___ Personnel & Finance Committee: R. Hart, R. Ruberg

___ Equipment Committee: R. Knutson, M. Ebner

___ Health Officers: D.Overland, M. Ebner, Ambulance Dir, Fire Chief

___ Board of Health: Winona Health, Dr. Marcoux, DDS, and Dr. Taggart, DVM

___ Board of Appeal & Equal: Fillmore County

___ Weed Inspectors: Roger Knutson, Robert Hart

___ Assistant Weed Inspector: Maintenance Department

___ Data Practices Authority: Clerk

___ Employee Contact: Mayor Overland or Appoint _____ to work with Clerk, Maintenance, and P/Z

___ Individual Sewage Treatment Systems Inspector /Feedlot Permits: Fillmore County (Blake Lea ?)

2022 CONTRACTS

Motion_____

___ **Insurance:** Butch Johnson Agency (10% reimbs): LMCIT, Prop/Casualty, Work Comp (2% reimbs)

___ **City Attorney:** O’Koren Law Firm LLC, Lanesboro, MN: \$130.00/hr (10/4/16), \$250/mtg max.

___ **City Auditor:** Engelson & Associates: approx: \$9,000.00 for 2021 Audit, \$8,250 for 2020 audit

___ **Animal Control:** Robert Brand @ \$525/quarter (\$35.00/Dog, \$15.00/Cat, \$20.00/Wild Animals)

— **CEDA:** \$13,370.00-CRV Representative: Rebecca Charles
— **Harter's:** Trash Contract 3/1/2020-2/29/2023
— **KLM Engineering:** (10 Year with Inspections in 2023 and 2028-\$3,000.00 Per Inspection)
— **Inspire Tech:** \$40.00 Per Month-Computer Back-Up for Treasurer & Clerk Computers, Tech Support
— **Govoffice:** Website \$570.00
— **Granicus:** Open Platform Suite-iPads-Meetings \$2,134.96
— **Gundersen Health:** Drug & Alcohol Testing
— **Minnesota Pump Works:** 3 Year Contract (2021-2023) for Yearly Lift Station Pumps Inspection \$497.00
— **Centralsquare/Vadim Municipal Software:** Billing System \$735.71

ZONING:

Motion_____

— 2022 Zoning & Permit Fees – **Review 2021 Chart**
— 2021 Zoning Business Permits (3) \$90.00, Farm Permits (9) \$591.30, Residential Permits (42) \$1,274.50, Public Hearings (1)\$450.00, New Home (2) Permits \$597.25, Fines (1) 253.75, No Charge (30)
— **Total 2021 Zoning Permits (67) \$3,256.80**
— Confirm: (1 yr Term: Commission Members Travis Link and Gordon Johnson (1/1/22-12/31/22)
— (2 yr Term: Commission Members Glen Kopperud and Hamilton Petersen (1/1/22-12/31/23)
— Regular Zoning Mtgs: 3rd Tuesday before 2nd Council Meeting, 5:30 PM, Rushford Village Hall-Office.
— Next Meeting Tuesday, February 15, 2022

FINANCIALS – December 31, 2021 Bank Balance: **\$ 437,920.15**; Receipts **\$ 321,326.10** (2021 Property/Causualty Refund \$2,254.00, LGA \$27,648.50, Aid for Street \$23,185.50, Ag Credit \$5,235.07);
Disbursements: \$ 100,181.74; Outstanding Checks **\$22,940.53**; Estimated January Expenses **\$143,000.00**, Receipts **\$16,000.00**; Expenses as of January 15, 2022 \$106,278.83/Receipts as of January 15, 2022 \$10,791.87

Motion_____

NOW ACCOUNT–Rushford State Bank as of 12-31-2020: **\$ 437,920.15**

Motion_____

General Fund	\$ 215,293.54
Cooperative Way Debt Service.....	\$ 0.00
MIF Repayments – Revolving Loan Fund	\$ 70,441.53
Water Fund	\$ 81,010.33
Sewer Fund	\$ (2,380.55)
American Rescue Plan Act-2021-2023.....	\$ 45,679.98
2021A GO Street Reconstruct (2015A72016A)..	\$ 27,875.32
2016A Roads.....	\$ 0.00
Flood July 18-19, 2019.....	\$ 0.00
FEMA balance (deficit) Flood 8/19/2007.....	\$ 0.00
FEMA balance (deficit) Flood 9/21/2016.....	\$ 0.00

INVESTMENTS Summary as of 12-31-2020: **\$ 725,733.81**

Motion_____

General Fund	\$ 301,459.18
MIF-RLF.....	\$ 219,595.82
Water Repair/Replacement	\$ 109,347.95
Sewer Repair/Replacement.....	\$ 95,330.86

REPORT of OUTSTANDING INDEBTEDNESS as of January 1, 2022 **\$1,040,896.02**

	Due 2022	Principal 12/31/2022
General Obligations Revenue Sewer Upgrade Loan Loan, semi annual:	\$ 8,061	\$ 61,128
General Obligations Revenue Water Loan, semi annual payments:	\$ 17,659	\$ 166,000
2021A GO Street Reconstruction	\$ 104,385	\$ 717,000
Cooperative Way ReFy GO + Assessment, \$19,345	\$ 00	\$ 00
2016 GO Roads Reconstruct– Bank of Russell	\$ 00	\$ 00

MEMBERSHIPS / SUPPORT 2022:

Motion_____

— League of MN Cities, Mayors Assoc, SEMLM, MN Rural Water, Root River Trail Towns (\$200.00),
— R-P Community Service Summer Rec (\$500.00), RP Valley Chamber (\$90.00)

REVIEW CRV PAY RATES and FEES - Review 2022 Rate Fee Chart

Motion_____

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

New Permits:

#1489-Mike & Kristi Agrimson-Kitchen/Bathroom-Gilbertson Ln

Permit Status/Projects in Process/Inquiries:

- a)
- b)

ROADS/WATER/SEWER:

- a) Review 2021 Goals and Priorities

2021 GOALS / PRIORITIES:Completed/Carry Forward

- Tree Cutting-Tower Ridge
- Finish Trees-Aspen Rd
- Shoulder Rock-Cooperative Way
- Fix Hill Road to Water Tower
- Install Speed Bumps and Signs on Goodrich
- Ditchwork on hill and top-Ridgeview Rd
- Playground Equipment Repair
- Shoulder work with retriever on multiple roads
- Clean rocks and tree limbs out of road ditches
- Pour concrete pad for trash can on Cooperative Way
- Put soft pad under restroom sinks to meet ADA requirements-CRV Hall
- Planning for playground entrance/surfaces to meet ADA requirements
- Fix culvert sign-Ridgeview
- Fix up cattle pass, needs new beams-Ridgeview
- Fix water meter wires/install new meter readers-approximately 12 need to be repaired/replaced
- Install culvert marker on all roads
- Replace faded road name signs
- Move digital speed sign to various locations
- Install water line to maintenance shed
- Clean and Inventory shop/maintenance shed
- Install flameable cabinets in maintenance shed
- Install 2 overhead garage doors on sand/salt shed

Motion to carry forward Incomplete 2021 goals to 2022 Goals/ Priorities

Motion_____

ADDITIONAL 2022 GOALS / PRIORITIES:

- Use ARPA Funds for:
 - Replacing Furnace and Air Conditioner
 - Replace water meters and outside meter readers
 - Purchase generator for hall and shop
 - Purchase pressure washer to sanitize playground equipment
 - Purchase Machine to sanitize community center
 - Purchase OWL for online meetings
 - Replace cloth chairs in community center
- Write Personnel Manual
- Write AWAIR Program
- Update CRV Comprehensive Plan
- Back up pump for lift station
- Paint Hall

OTHER:

- a) 2022 Spring clean up date and time: May 7 or 14, 2022, 8:00am-12:00pm
 2021 No Spring clean up, had a fall clean up
- b) Review Pay Equity Report
- c) 2022 LMC Property Casualty Appraisal

Motion_____

Motion_____

Motion_____

OTHER UPDATES/ MEETING:

January 25-Miner on vacation

March 1-3-Chiglo at MRWA Conference taking Class D Water Supply Operator Exam-St Cloud MN

April 18-22, 2022-CRV Local Board of Appeal & Equalization Open Book at Fillmore County Assessor's Office

Next Meetings: **Campground Definition Change Public Hearing:** February 1, 2022 @ 6:45 pm at CRV Office

Council: February 1 & February 15, 2022, 7:00 pm at CRV Office

Zoning: February 15, 2022, 5:30 pm at CRV Office

MOTION to Adjourn at _____ p.m., by _____, 2nd by _____