

**CITY OF RUSHFORD VILLAGE MINUTES OF THE OCTOBER 18, 2022**

**REGULAR COUNCIL MEETING 7:00 PM**

**43038 State Hwy 30, Rushford Village, Minnesota 55971-5167**

Pledge of Allegiance to the Flag

The October 18, 2022 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, Roger Knutson, Robert Hart and Rick Ruberg; Public Works/Maintenance Supervisor Trenten Chiglo, Planning/Zoning Administrator Jon Pettit, City Attorney Joseph O'Koren, Treasurer Judy Graham and Clerk Mary Miner

**AGENDA** was approved as presented

**Motion** by Ruberg, 2nd by Ebner. Carried.

**MINUTES** from the October 4, 2022 Regular Council Meeting was approved as presented

**Motion** by Knutson, 2nd by Ruberg. Carried.

**CITIZENS/OTHERS PRESENT /WISHING TO BE HEARD:** Kirsten Zoellner-Fillmore County, Rebecca Charles-CEDA

**FINANCIALS**-Receipts through October 15, 2022 \$3,366.95/ Expenses through October 15, 2022 \$22,602.98

Estimated October Receipts \$18,000.00/Estimated October Expenses \$45,000.00 (Bolton & Menk-County Line Rd Slope Project \$20,000.00)

CD's renewing at current advertised rates

**Motion** made to approve the Financials as presented  
Carried.

**Motion** by Ebner, 2nd by Hart.

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

**New Permits:** None Written

**Permit Status/Projects in Process/Inquiries/Updates:**

•Pettit reported he has received multiple inquiries but has nothing to report at this time

**ROADS/WATER/SEWER:**

•**Roads/Utilities Update-Chiglo:**

- County Line Road ditch work is complete for now. Rip rap will be placed in the spring once the fill that has been dumped there settles. Chiglo will install no shoulder signs
- The rock shed has been filled with winter rock and salt has been mixed with the sand
- Chiglo will contact STS regarding running water to the shop, would like to get completed before winter
- October 20<sup>th</sup> at 9:00 am Dakota Supply Group will meet with Chiglo, Ebner, Graham and Miner to discuss new water meters
- Locate for ditch work has been submitted for Airport Road
- Gilbertson creek bank erosion work will start once MN DNR permits are completed and ditch work on Airport Rd is finished

**OTHER:**

- **Election Judges-November 8, 2022 General Election: Karen Thompson, Cathy Bakkum, Liz Atkinson, Gordy Elliott, Judy Graham, Mary Miner**

**Motion** made to approve the November 8, 2022 General Election judges as presented

**Motion** by Hart, 2nd by Ebner. Carried.

- **CRV Hall Rental Agreement:**

- LMC (League of MN Cities) stated if alcohol is being served during a community center rental CRV should require commercial general liability insurance that includes a host liquor coverage and recommends \$1,000,000 per occurrence. Overland questions if a commercial general liability is needed or if personal liability would be enough and if it would be necessary for \$1,000,000 per occurrence
- If the renter is not serving alcohol BYOB (bring your own bottle) would not be allowed and it would be the responsibility of the renter to make sure it does not happen
- Council agrees the current CRV Community Center Rental Agreement needs to be updated. O’Koren recommends following the LMC recommendations
- Miner questioned if every rental would need to provide insurance information or if it would only be required when alcohol is being served. O’Koren will research
- O’Koren suggests a hold harmless clause be part of the updated rental agreement

**Motion** made to have Miner and O’Koren update the Community Center Rental Agreement

**Motion** by Hart, 2nd by Knutson.

Carried.

- **2023 CEDA Contract:**

- Proposed 2023 CEDA contract is \$14,479.00 which is for 8 hours every other week
- Concerns: CRV is not like other cities, we do not have a business district-What is CRV getting for the money
- Positives: Updating the CRV Comprehensive Plan (having Comprehensive Plan updated by another source would probably cost \$20,000.00), Trail Study being conducted, Surveys have helped determine what CRV residents interests are, helping market Pioneer Seed building to bring in new business, various applications made for grants.
- CEDA paired up with Cracker Jack Marketing. They are providing free studies to CEDA, Charles asked them to do a study for CRV for a meat packaging plant and the potential money someone could make in that business. She can also reach out to them to have them do a more general study to determine what other businesses CRV should target that are most needed in the area. They would come to CRV and do a full market analysis of the different types of businesses and what’s going on. This could possibly give the Council more direction as far as what CRV should be focusing on
- Ebner agrees with Overland and feels Charles needs to have the opportunity to complete the the trail study and comprehensive plan. She seems to be on the right path with different ideas and the Council needs to be able to provide a direction she should take. Knutson would like CEDA to help determine what direction CRV should be taking.
- Charles reminded the Council if there are big projects on the horizon she needs to know about them ahead of time so she can look for funding. When she is told about projects last minute it is hard to find funding.
- Charles suggested CRV Council think about their position in regards to helping potential developers. Are they willing to purchase land so there might be incentives available for a developer, what type of development would they want, business or residential, available funding is different depending on the type of development. CRV has MIF funds that might be available to help with this
- Ruberg asked if the contract could be 6 months instead of a year. Overland stated at one time CRV hired CEDA at an hourly rate but found having a yearly contract was cheaper. Ruberg would like to see a return for the money spent on the CEDA contract. Miner will contact Ron Ziegler to see about a 6 month contract and what the hourly rate would be versus a yearly contract
- Hart would like Charles to look at it from the standpoint of what CRV needs. Charles stated that is what she has been attempting to do and is how the trail project started. The trail study came about because a survey sent to CRV residents showed trails as the main item the residents wanted to

happen. Hart pointed out the trail project is costing CRV money above the yearly CEDA contract. Charles does not feel there are many projects that would not cost additional money to do. Hart feels CRV is overpaying for the service we are getting. Hart stated there was a study done by the Govenors

Design Team that is at the Rushford Library/City Hall. The report includes the Rushford-Peterson area. The CRV trail study is specific to CRV.

- Knutson stated the same contract discussion happens every year about what CRV expects from CEDA and what CEDA has done in the past year and nothing changes. Miner reminded the Council this year Charles has been updating the Comp Plan, got the trail study under way and is helping to market the pioneer seed building for potential businesses as well as reviewing different grants to see if CRV would qualify for them

**Motion** made to table 2023 CEDA Contract discussion

**Motion** by Hart, 2nd by Knutson.

Carried.

• **Rebecca Charles-CEDA-Monthly Report:**

- Attended class at UW La Crosse for 2<sup>nd</sup> part of trail study. Provided Professor Harmon Vern Bunke and MN DNR contact information and other information about CRV and what we are looking for. Students will be in CRV area October 18 & 20, 2022 to look at the area to help come up with potential trail options
- Charles will start focusing on the Comprehensive Plan again, was on hold while she helped with the trail study
- Council would like to receive the CEDA newsletter to see what CEDA is doing for other cities. Knutson suggested maybe CEDA needs to find a way to help cities like CRV that are different from other cities
- Charles put together an informational flyer for the Pioneer Seed buildings for anyone interested in the business property, has been listed it on a few websites and will be doing some targeted marketing once Charles has completed the research needed. A new business would benefit both CRV and the property owner

• **Furnace and AC Estimates:**

- Council wanted the revised estimates to include 60,000BTU and 80,000BTU furnaces and 16 SEER 2 and 3 tons AC units. It was included the estimates include removal and disposal of old equipment and any additional costs associated with the project
- Council reviewed the revised furnace and air conditioning estimates from STS Plumbing & Heating, Plumber Mechanical Group and Schroeder Heating & Cooling
- It was recommended by a specialist the Council go with the Carrier furnace and AC units which STS Plumbing and Heating carry

**Motion** made to approve STS Plumbing and Heating furnace and single stage air conditioner estimate in the amount of \$23,610.00

**Motion** by Knutson, 2nd by Hart. Carried.

**OTHER UPDATES/ MEETING:**

- November 8, 2022-Tuesday-General Election 7:00 am-8 pm @ CRV Hall
- December 6, 2022, Tuesday-Truth in Taxation (TNT) Meeting @ 7:30 pm at CRV Office

**Next Meetings-Council:** November 1, 2022 & November 15, 2022, 7:00 pm at CRV Hall Office

**Zoning:** November 15, 2022, 5:30 pm at CRV Hall Office

**Motion made to Adjourn** Regular Council Meeting at 7:43 pm by Knuston, 2<sup>nd</sup> by Ruberg