

CITY OF RUSHFORD VILLAGE MINUTES OF THE NOVEMBER 15, 2022
REGULAR COUNCIL MEETING 7:00 PM
43038 State Hwy 30, Rushford Village, Minnesota 55971-5167

Pledge of Allegiance to the Flag

The November 15, 2022 Council Meeting was called to order by Acting Mayor Mike Ebner at 7:00 p.m. in the Rushford Village Office. Council Members Present: 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
Absent: Mayor Dennis Overland

AGENDA was approved as presented

Motion by Knutson, 2nd by Ruberg. Carried.

MINUTES from the November 1, 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 Journal,
Jeff Michel-CRV Maintenance Assistant, Rebecca Charles-CEDA

FINANCIALS- Receipts through November 15, 2022 \$3,289.37 / Expenses through November 15, 2022 \$ NA (Claims and payroll to be completed November 16, 2022)

Estimated November Receipts \$8,500.00/Estimated November 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

Motion by Ruberg, 2nd by Knutson. Carried.

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

New Permits:

- #1552-Robert Hart-Sidewalk-Pine Ln
- #1553-Rick & Deb Ruberg-New Home-Ridgeview Rd
- #1554-Robert Kingsley-Reshingle Overhang on Front of House-County 27 E

Permit Status/Projects in Process/Inquiries/Updates: Nothing to report

ROADS/WATER/SEWER:

•Roads/Utilities Update-Chiglo:

- Everything is ready for winter
- Ruberg stated the ditchwork completed on Airport Rd by Malmin Lane is a big improvement, 100% better

•Mc Carthy 2022 Well Inspection Report:

- Council reviewed the report
- Chiglo reported everything, including pumping rate, looked good and is about the same as it was last year

Motion to accept the 2022 Mc Carthy well inspection report as presented

Motion by Knutson, 2nd by Ruberg. Carried.

•Water Meter Update:

- Chiglo reported the Ebner, Michel, Graham, Miner and himself have met with Dakota Supply Group (DSG) and Metron Farnier regarding new water meters
- Metron Farnier quote is about half the cost of the quote received from DSG

- Merton Farnier is all cellular, the information would go directly to the CRV office there would not be a handheld devices other than what is needed to make sure the signal is good when new meters are installed. DSG has a handheld option for backup purposes
- The current CRV billing software should be compatible with the billing software for either system
- Metron Farnier has a one time cost that covers everything for 10 years and after 10 years there would be a yearly cost of no more than \$8.00 per meter, DSG would have a yearly fee from the start
- An outside contractor would be needed for installation of meters for both companies. DSG provided an estimate for a contractor to install the meters and Ebner has spoken to contractors and has a ballpark figure of what the cost would be
- Ebner suggested a line side shut off be installed when the new meters are installed, the cost would be minimal and it would cut down on the curb stop shut offs that would need to be done by CRV anytime a resident has plumbing work done that would require the water to be shut off
- There are a couple of follow up items to be completed before a recommendation will be made to the Council

•**Jeff Michel-CRV Maintenance Assistant:**

- Michel explained to the Council the condition of the F450 brakes, rotors, bearing and trailer wiring. He stated the brakes were in really bad shape, the front wheel bearing was grinding, the back rotors were cracked and the big trailer brakes were not working because of the F450 wiring and he did not want there to be a safety issue or problem when the truck was needed for plowing. The brakes on the F450 are now working along with the brakes on the big trailer.
- Ebner agreed the work needed to be done and it was great it was able to be done in house, which saved CRV money, but would like to see more communication especially when larger projects are being done
- Knutson stated CRV needs take care of things, be proactive and communicate
- Michel stated there needs to be shelving in the shop. He was told to put together a plan and bring it to the equipment committee

OTHER:

•**2022 CRV General Election Results:**

- CRV had 586 registered voters on 11/8/2022 as of 7:00 am. There were 8 CRV election day registrations and 20 Absentee ballots. The total number of CRV people voting was 434
- Dennis Overland ran unopposed for the Mayor seat and received 391 votes
- Robert Hart retained his Council seat with 355 votes.
- Travis Link received 242 votes to win the Council seat vacated by Roger Knutson
- Write-Ins: Mayor 8 and Council 7

Motion made to accept the 2022 CRV election results as presented

Motion by Ruberg, 2nd by Knutson. Carried.

•**Employee COLA for 2023:**

- Knutson questioned when an employee would move up a step. An employee could move up a step if they completed training or after a yearly review. Moving up a step only happens when the Council approves an employee be moved up.
- Moving up a step and the yearly COLA are two separate items that could both happen at the same time, individually or not at all. The Council decides at the end of each year for the upcoming year
- Knutson stated Chiglo does not need to attend school to get his wastewater license, he can go to anyplace that administers tests and take the test. Chiglo can go to the MPCA website to find a testing location
- Ebner reported Overland does plan to have year end employee reviews

- Michel stated he has a Class B CDL without restrictions, which allows him to drive the Freightliner as long as a trailer with a gross weight of over 10,000 lbs is not hooked up to the truck. Michel will get his Class A CDL, this was a requirement when he was hired

Motion to table the COLA discussion to the December 6, 2022 Council meeting when a full Council will be available.

Motion by Knutson, 2nd by Ruberg. Carried.

•**CRV Community Center Rental Agreement:**

- Council reviewed the three documents (rental application, rules and regulations and rental agreement) drafted by Attorney O'Koren
- Council agrees 5 hours or less, either morning or afternoon will be a half day
- Council agrees a whole day will be more than 5 hours anytime during the day
- When alcohol is being served during a rental LMC recommends a one million dollar insurance policy be required from the renter listing CRV on the policy. O'Koren strongly recommends the Council follow the LMC recommendation to protect CRV.
- Council was not sure a one million dollar insurance policy would be necessary. The current agreement requires \$100,000.00 for single occurrence and \$300,000.00 for multiple occurrences. If the Council does

not want to go with the LMC coverage recommendation of one million the lower amount of insurance required the higher the risk for CRV. LMC offers a tenant user liability program a renter could contact about lower cost insurance if alcohol is being served

- The rules and regulations would be the policy the Council would adopt as the framework for all the rental agreements and then each rental agreement would be tailored to each specific senerio and if the renter states they are not serving alcohol insurance would not be required
- If the renter states they are not serving alcohol but it is brought in anyway it could void the agreement (O’Koren will check the language used) and they will have signed the hold harmless agreement.
- The Council does not want to make it so restrictive no one wants to rent the community center but they also have to protect CRV
- Council would like to require only 1 CRV signature on the rental agreement
- O’Koren suggested the Council review the information and get back to him with any questions or changes

•**Rebecca Charles-CEDA Updates/Reports:**

- In October the UW La Crosses students were in CRV to look at potential areas for trail development
- Charles confirmed with MN DNR they are interested in developing trails
- Charles will be meeting with Vern Bunke and Al Kirkoff regarding what they have been doing to get ATV trails in the area
- CRV Council received the 2020 and 2021 CEDA Annual Reports to review
- The CEDA Newsletter will start up again January 2023, Charles added the CRV Council member to the list of those to receive it
- Ebner asked about potential grants that might be available for the maintenance shed improvements which would include an eye wash station, equipment wash bay, bathroom, water and sewer. Charles stated there is public facility grant available and will check to see if CRV would qualify. The grant takes time to get and it is a big application. CRV needs to get a plan put together and talk with a contractor, the start of the project is probably a couple of months out yet
- Charles plans to be on vacation for the December 20th meeting but would be available by phone

OTHER UPDATES/ MEETING:

- December 6, 2022, Tuesday-Truth in Taxation (TNT) Meeting @ 7:30 pm at CRV Office
- January 17, 2023, Tuesday-CRV Annual Meeting @ 7:00 pm at CRV Office

Next Meetings-Council: December 6, 2022, 7:00 pm & TNT 7:30 pm & December 20, 7:00 pm at CRV Hall Office

Zoning: December 20, 2022, 5:30 pm at CRV Hall Office

Motion made to Adjourn Regular Council Meeting at 7:52 pm by Knuston, 2nd by Ruberg