

**CITY OF RUSHFORD VILLAGE MINUTES DECEMBER 7, 2021**  
**REGULAR COUNCIL MEETING AND**  
**TRUTH IN TAXATION (TNT) MEETING**  
**43038 State Hwy 30, Rushford Village, Minnesota 55971-5167**

Pledge of Allegiance to the Flag

The December 7, 2021 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, Clerk Mary Miner.

**AGENDA** was approved as presented

Motion by Ebner, 2<sup>nd</sup> by Ruberg, Carried.

**MINUTES** from November 16, 2021 Regular Council Meeting were approved as presented

Motion by Knutson, 2<sup>nd</sup> by Ebner, Carried.

**CITIZENS/OTHERS PRESENT:** Wanda Hanson–Fillmore County Journal, George Graham

**FINANCIALS-** November Expenses \$82,708.40, November Receipts \$10,798.41, Outstanding Checks as of 11/30/2021 \$22,230.35, Bank Balance as of 11/30/2021 \$216,065.61

Estimated December Receipts \$248,945.15 (Includes \$194,945.15 Tax Settlement) / Estimated December Expenses \$85,000.00 (Includes \$42,000.00 in CDs purchased)

- Hart asked about the purchase of new CD's, are they added to existing CD's or are new CD's purchased. Graham explained new CD's are purchased for the fund they were intended and it is easier to cash a whole CD instead of a portion of a CD when CRV needs to use them

CD's renewing at current advertised rates

Motion made to approve the Financials as presented

Motion by Hart, 2<sup>nd</sup> by Ruberg. Carried.

- **Resolution 2021-12-07-1-Accepting Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act**

- Amount CRV received \$44,231.52

Motion made to accept Resolution 2021-12-07-1-Accepting Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act

Motion by Hart, 2<sup>nd</sup> by Knutson. Carried.

- **Resolution 2021-12-07-2-Accepting the Redistribution of Unrequested Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act**

- Amount CRV received \$1,448.46. This is the money left over in the ARPA fund after all Cities had applied

Motion made to accept Resolution 2021-12-07-2-Accepting the Redistribution of Unrequested Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act

Motion by Ruberg, 2<sup>nd</sup> by Ebner, Carried.

- 2022 Levy/Budget Reminder-Due at Fillmore County December 27, 2021

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

**New Permits:** None Written

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

- **Fillmore County Campground Definition Change:**

- Pettit reported this was discussed at the November 16, 2021 Planning and Zoning Meeting. The Planning and Zoning Board had multiple questions about the Fillmore County Campground Definition change and was not ready to make a recommendation to the Council at that time.
  - Pettit contacted Cristal Atkins, Fillmore County Zoning Administrator, and got answers to the Planning and Zoning questions
  - Pettit stated the Fillmore County definition is more restrictive than the State of MN and CRV should be as restrictive as Fillmore County
  - Pettit will share the answers with the Planning and Zoning Board at their December 21 meeting and should be able to bring a recommendation to the December 21 Council meeting
  - A public hearing is needed when there is a proposed change to any ordinance
  - DNR property falls under the State of MN campground regulations not County or City

**ROADS/WATER/SEWER:**

- **Roads/Utilities Update-Chiglo:** Chiglo reports:

- Faded road name signs are being replaced
  - Two new chemical pumps were ordered for the well house. The fluoride pump has been replaced and the chloride pump will need to be replaced soon. It was estimated the old pumps were 10-11 years old. Knutson recommended Chiglo keep a close eye on the fluoride levels until the pump is calibrated correctly which can take a while
  - Chiglo obtained his CDL Class A license with an airbrake endorsement
  - The Freightliner started making a noise in the front end when Chiglo took it to Winona to get salt. This has happened in the past, the truck was taken in for repair but nothing was found

- Ebner reported the new Freightliner is built but is waiting for computer parts so it will be 30 days before it will be shipped to Rochester

**OTHER:**

**•2022 Polling Place Resolution 2021-12-07:**

- Every year CRV needs to pass a resolution stating where CRV elections will be held. 2022 elections will be held at the CRV Community Center, 43038 State Highway 30, Rushford Village MN

**Motion** made to approve Resolution 2021-12-07 CRV 2022 Polling Place Location

Motion by Hart, 2nd by Ruberg. Carried.

**•Engelsen & Associates 2021 Audit Quote:**

- \$9,000.00 max estimated quote received for 2021 Audit. This is a \$750.00 increase over the 2020 Audit quote of \$8,250.00
- 2021 audit quote includes Engelsen & Associates completing the Financial Statement Form
- It was suggested proposal requests be sent out for the 2022 audit next year

**Motion** made to accept the Engelsen & Associates 2021 Audit estimated max quote of \$9,000.00 as presented

Motion by Knutson, 2nd by Ebner, Carried.

**•2022 Proposed CEDA Contract:**

- Proposed 2022 CEDA contract amount is \$13,790.00. This is a \$400.00 increase over the 2021 contract of \$13,390.00
- Discussion followed:
  - What is CRV getting for the cost
  - Past experience has been it is more expensive to hire by the project than annually
  - Charles continues to work on the Comprehensive Plan and Trail Study, continuing the contract for another year would allow the completion of these projects
  - Charles reviews grants to determine if CRV is able to apply for them
  - Council needs to provide more direction as to what they expect from Charles
  - CRV is unique because there is not a business district or industrial park like other cities

**Motion** made to accept the 2022 CEDA Contract in the amount of \$13,790.00

Motion by Ebner, 2nd by Knutson, Opposed Hart, Carried.

**•Work Comp & Property/Casualty Insurance:**

- Miner reported she received information regarding the CRV work comp coverage. Rates will decrease in some of the categories and increase in other categories. Any CRV category rate decreases will be offset by other category rate increases
- Miner reported CRV will be getting a Property/Casualty Insurance refund for 2021. There will be 15 million in dividends returned, the exact CRV refund amount is unknown at this time

**•Base Pay Study/Compensation Study: Paul Ness**

- November 2nd Ness met with Overland, Ebner, Graham and Miner to go over the CRV base pay study report he did. A lot of good information was provided
- Based on the information he received during the November 2nd meeting Ness provided a step structure for Graham and Miner to review. When he receives this back he will email a packet with all the information covered in the November 2nd meeting along with the step structure information which will be forwarded to the Council for review.
- Ness updated the CRV job descriptions
- The 2022 step structure includes a 2.5 COLA adjustment. The 2022 COLA will be set by the Council so the numbers could change a little
- Having the step structure would help in budget planning as well as knowing the starting wage of new employees
- This will be discussed at the December 21 Council meeting

**•Water/Sewer Licensing:**

- Knutson suggested Chiglo look into water and wastewater school to get certified. Water school is normally held in Rochester and wastewater school is normally held in the Twin Cities. The MN Rural Water website would provide when and where the schooling will take place.

**Motion** made at 7:30 pm to close Regular Council Meeting and Open TNT Meeting

Motion by Hart, 2nd by Ebner. Carried.

- No citizens present

**Motion** made at 7:37 pm to close TNT Meeting and open Regular Council Meeting

Motion by Hart, 2nd by Knutson. Carried.

**OTHER UPDATES/ MEETING:**

**Next Meetings: Council:** December 21, 2021 @ 7:00 pm and January 18, 2022 Annual Meeting 7:00 pm at 43038 State Highway 30-**No January 4 Meeting**

**Zoning:** December 21, 2021, 5:30 pm at 43038 State Highway 30

**Motion made to Adjourn** Regular Council Meeting at 7:38 pm by Hart, 2nd by Ebner. Carried