

**CITY OF RUSHFORD VILLAGE MINUTES OF March 19, 2024  
REGULAR COUNCIL & March 22, 2024 CONTINUED MEETINGS  
43038 State Hwy 30, Rushford Village, Minnesota 55971-5167**

Pledge of Allegiance to the Flag

The March 19, 2024 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, Planning/Zoning Administrator Jon Pettit, City Attorney Joseph O’Koren and Treasurer Judy Graham  
Absent: Clerk Mary Miner-Clerk Conference

**AGENDA** was approved as presented

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

**MINUTES** from the February 20, 2024 Regular Council Meeting were approved as presented

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

**CITIZENS/OTHERS PRESENT:** Kirsten Zoellner-Fillmore County Journal

**FINANCIALS:** Receipts through March 15, 2024 \$3,981.98/Expenses through March 15, 2024 \$36,134.18

February Expenses \$69,553.58, February Receipts \$8,652.83, Outstanding Checks as of 2/29/2024 \$54,210.91, Bank Balance as of 2/29/2024 \$248,981.23

Estimated March Receipts \$9,000.00/Estimated March Expenses \$71,000.00

CD’s renewing at current advertised rates

Motion made to approve the Financials as presented

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

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

**New Permits:**

#1636-Nicole Williams-Replace/Finish House Siding-State Highway 43 S

#1637-Nicole Williams-Replace/Finish Existing Fence-State Highway 43 S

#1638-Jeremy & Nicole Williams-Concrete Driveway Slab & Sidewalk-State Highway 43 S

#1639-Jeremy Tesch-Re-Roof and Replace 25% siding-Laura Lane

#1640-Ordell Thompson-Replace Steel on Shed-Deep River Road

#1641-Jen Scheck-Outside Hallway-State Highway 16

#1642-Jared Iverson-Replace Wood Deck Boards/Railing with Composite Materials-North Money Creek Rd

#1643-Rob Morcomb-Stand Alone Roof Over Part of Patio-Hillview Dr

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

- Pettit reported people are starting on projects and things are picking up

**ROADS/WATER/SEWER:**

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

- Tree trimming and ditch work is being done on multiple roads
- Deep Road tree trimming and ditch work has been completed. Ruberg stated it looks good
- There has not been any change in the shed progress, they have been focusing on tree trimming and ditch work

- **Maintenance Dept. Work Hours:**

- Hart asked Chiglo if Michel was getting hours in. Hart wanted to know when Chiglo states “we’re doing the work” does it mean there are one or two people doing the work?
- Hart is wondering if things are getting done. Chiglo stated the majority of it, no. Overland questioned how far along the shed work is. Chiglo stated it is not fully insulated yet but with the predicted weather he hopes to get more done. It has been 2-3 weeks since it has been worked on because they have been working on other things
- Hart asked if Michel is being contacted and being told he is needed to get work done. Chiglo stated Michel lets him know he is not coming, Chiglo does not know why he doesn’t come in
- Graham stated one of the biggest problems is Michel is signed up for life insurance and he needs to work at least 20 hours per week to qualify and Michel is not. Graham questioned how should that be handled
- Ruberg asked how many hours Michel is getting per week, Chiglo stated so far this year 8 to 16 hours per week

- Ebner suggested tabling further discussion until the Personnel Committee looks at this and reports back to the Council

- **2024 Rock Bids:**

- Rock bids will be opened at the Tuesday, April 16<sup>th</sup> meeting.
- Rock bids notice will be in the March 25<sup>th</sup> and April 1<sup>st</sup> Fillmore County Journal and letters will be sent to Milestone, Kruckow and Bruening Rock

**Motion** made to advertise for the 2024 Rock Bids

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

- **Village Road Bridge Replacement Update:**

- Replacement will start in April. Equipment is in place
- Fillmore County Engineer and R-P school bus driver have been in contact
- Miner sent email to City of Rushford, Kathy Zacher, to let ambulance and fire departments know

**OTHER:**

- **Presidential Nomination Primary (PNP) Election Recap:**

- CRV had 94 voters and Arendahl Township had 40. This is about double the last PNP election
- Everything went well, no Peterson residents showed up to vote at CRV
- CRV will receive judge pay and mileage reimbursement from the State of Minnesota

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

- Council reviewed the report

- **Livestock Fencing:**

- Ruberg asked what kind of ordinance does CRV have pertaining to fence lines on ag property
- CRV would go by what the State of Minnesota ordinance says
- Attorney O’Koren will look into it

**OTHER UPDATES / MEETINGS:**

- March 19-22, 2024-Tues thru Fri-Miner at Clerk Conference in St Cloud
- March 22, 2024-Friday-Safe Routes to School Kickoff Webinar-11:00 am to Noon
- April 8-10, 2024-Mon thru Wed-Miner on vacation

**Next Meetings: Council:** April 2 and April 16, 2024 @ 7:00 at CRV Hall Office

**Zoning:** April 16, 2024 @ 5:30 pm at CRV Hall Office

**Motion made to Continue** March 19, 2024 Council Meeting to Friday, March 22, 2024 at 11:00 am for the Safe Routes to School Kickoff Webinar at 7:22 pm by Hart, 2<sup>nd</sup> by Link. Carried

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**Continued March 22, 2024 Safe Routes to School Kickoff Webinar in the CRV office at 11:00 am**

Christ Brown, Transportation Planning Lead from the SRF Consulting Group and project manager of the CRV project opened the webinar. He has been involved in several other projects and working with MN DOT with the Safe Routes to School program helping with design and planning assistance. The communities he has been involved with have had a lot of success getting grant funding and actually constructing projects through MN DOT’s State Safe Routes to School Infrastructure Grants or through Federal Transportation Charter Grants. Noted Rushford had updated 10 years ago, didn’t realize City of Rushford Village and Rushford were different. Charles will make additional contact with him. 43 North seems to be the most difficult to plan. A study of drop-off and leave will have to be made at the school.

- Others present associated with the project:

- Will-Transportation Planner with SRF. He works with bike and pedestrian safety projects
- Mitch-MN DOT’s Office of Transit and Transportation. He is the Light Industrial Engineer of this group and they are the ones who had administered the solicitation of this program. He will help with policy as it relates to any work with the MN DOT district or if needed getting the County on board when it comes to the requirements of the project
- Ben Bernard-Superintendent, Rushford-Peterson Public Schools. Provided a letter of support for the project – felt the connection should be with Hillview Drive
- Tony Chladek-Rushford City Administrator. Provided letter of support for the project – no opinion on possible project due to only just informed a few weeks ago. He will check with Kathy to see what actually got done and what still needs to be accomplished.

- Rebecca Charles-CEDA Representative and will be overseeing the project for CRV. Thanked everyone for their part in the project, object is to get Highway 16 & 43 students to school safely. SouthRushford could cross at Main and 43 and proceed to the west sidewalks on the bridges, from there to sidewalks on Down Town area with crossings at the Bridge to the school. All agreed the North 43 area would need private property access.
- Derek Olinger-CRV Engineer-Bolton & Menk-Stated the links between both cities is the aim. The right of way cost for private land to connect with the Rushford would have to be purchased by CRV. Rushford had applied for funding four times with no luck.
- CRV Present: Mayor Dennis Overland, Council Members: Robert Hart, Travis Link and Rick Ruberg; Treasurer Judy Graham                      Absent: Council Member Mike Ebner, Clerk Mary Miner-Clerk Conference
- Application was submitted because of a need for safe pedestrian and bike connections to and from the school along with safety improvements
- SFR in partnership with MN DOT to help complete high level conceptional engineering drawings, cost estimates with the intent of understanding the feasibility and going through alternatives and evaluating those and coming out of the process with recommended improvements. The engineering designs can then be used to apply for funding, these plans have been a successful bridge for communities getting the funding because of the readiness factor that many grants require.
- This project will be for improvements to make it safer for pedestrians and bikes. It will not fund parking lot expansions or anything to do with vehicles
- They would like a list of 4 to 6 projects from each community to review and talk through some ideas internally
- Before the end of the school year the next meeting will be in person to talk through some of the ideas and locations. After this meeting they will work throughout the summer when school is out to design these opportunities to wrap things up but October or November. From there it would go into a grant application
- Mitch stated each City needs a current Safe Routes to School Plan, this next step helps provide design ideas as to how to bridge those areas that have safety concerns. This will not be a set of construction drawing that can be handed to a contractor and have them build it, what this will come up with is the first of several steps in that process. You will have a clear idea of the type of infrastructure that will be built and the roughly how much that will cost which is a big help when filling out grant applications. The signed report will be given to CRV around October and this is the same time MN DOT opens up applications for its infrastructure program. This report can be used to submit the grant application. State infrastructure funding covers 100% of the inflexion costs and depending on the year covers up to five hundred thousand or a million dollars in construction costs which will be enough to complete some or many projects on the list. Federal Grants are another option. The Federal Highway Administration has around forty million dollars in project funding available.
- A game plan will be provided on what to do in the next step and how to receive funding. State funding is a quick turn around. You apply in the fall, grants are awarded in the spring and you can start that summer if you are ready
- To avoid confusion Charles made sure everyone understood this is a CRV project but the Safe Routes to School Plan was done by Rushford, the CRV information came from the UW La Crosse Trail Study. CRV wants the CRV safe routes to connect with the Rushford safe routes.

Motion by Robert Hart to close the continued meeting 2<sup>nd</sup> by Rick Ruberg at 12:00 pm . Carried