

CITY OF RUSHFORD VILLAGE MINUTES OF OCTOBER 15, 2024
REGULAR COUNCIL MEETING
43038 State Hwy 30, Rushford Village, Minnesota 55971-5167

Pledge of Allegiance to the Flag

The October 15, 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, Treasurer Judy Graham and Clerk Mary Miner

AGENDA was approved with the addition of the LMC Liability Waiver Form Motion by Hart, 2nd by Link, Carried.

MINUTES from the October 1, 2024 Regular Council Meeting were approved as presented Motion by Ruberg, 2nd by Link, Carried.

CITIZENS/OTHERS PRESENT: Derek Olinger-Bolton & Menk, Kirsten Zoellner-Fillmore County Journal

FINANCIALS: Receipts as of October 15, 2024 \$4,063.75, Expenses as of October 15, 2024 \$ (Available after payroll and claims completed on October 16th)
Estimated October Receipts \$14,500.00/Estimated October Expenses \$54,000.00
CD’s renewing at current advertised rates

Motion made to approve the Financials as presented Motion by Ebner, 2nd by Ruberg. Carried.

PLANNING/ZONING: Pettit:

New Permits/Inquiries/Updates:

New Permits:

- #1684-Robert Sammann-15’x48’ lean on shed-Village Road
- #1685-Robert Sammann-10’x16’ Utility Shed-Village Road
- #1686-Greg Larson-6’ Backyard Fence-Goodrich St
- #1687-Craig Hanson-Replace 3 Windows, Walkthrough Door, Overhead Door, Siding on Shed-State Hwy 30
- #1688-Rod Morcomb-Remodel Downstairs Bathroom- Hillview Dr
- #1689-Rod Morcomb-Remodel Upstairs Bathroom-Hillview Dr
- #1690-Jack Hedin-16’x10’ Storage Shed-State Highway 30

Permit Status / Projects in Process / Inquiries: Nothing to report at this time

ROADS/WATER/SEWER:

- **Roads/Utilities Update:** Chiglo reported
 - Gilbertson Road rip rap has been placed. Because of the loads of rip rap dumped on the road gravel had to be brought in for that area to repair the road
 - Most of the ditch mowing is completed
 - Rock shed will be filled within the next couple weeks. Bruening will fill the shed. Road rock was split between Bruening Rock and Milestone and that went fine.
 - Village Road is rough-this is not part of the 2025 chip sealing package. Overland questioned what was done on the top part of the Magelssen Bluff road. Olinger stated it was double chip sealed right over the gravel. Olinger stated it should be thought of as a very low quality blacktop road which is better than a gravel road but will not last for 20 years like a normal blacktop road should, it will need to be chipped sealed approximately every 5-10 years. Olinger stated there might be a little more loose gravel compared to a normal blacktop road but once the chip seal material is packed down it becomes a blacktop road. If the road is already blacktop the old surface would have to be milled before chip sealing is done. For areas with large potholes the pothole may need to be dug out to get rid of the frost boil and rock dumped back in before the chip sealing is done. It could take a couple of years to get rid of all the frost boils. This is not an option for all roads but it might be a cheaper option for low volume roads. Olinger estimated the cost for double chip sealing to be \$4.00-\$5.00 per square yard. The cost to blacktop the road would be approximately \$20.00 per square yard 4 inches thick. It would considerably cheaper to double chip seal. There is another option, Otta seal, that is used on low volume roads which is similar to double chip sealing. Wash boards could become a problem because they cannot be graded out so there might be

some maintenance issues. Overland asked what the cost would be to mill the road and turn it back to gravel. Olinger stated there are a couple of options, one is to mill/peel the blacktop off the surface and grind it up and pack that back down and gravel on top of that or you can mill the blacktop up with the underlying base material which provides a more better consistent product but the problem can be if there is no rock under the blacktop in some areas then clay is getting mixed in which is not good. Link asked for more information on Otto Seal. Olinger stated it is about the same as double chip sealing but Olinger feels double chip sealing may be a little better option. Olinger stated with double chip sealing you could have someone come in and mill the existing surface and then have the chip sealing done by the company doing the other chip sealing and it could possibly be included next year. The scale of the pricing to double chip seal is so much less but it will be a lower quality blacktop road but it would be better quality than a gravel road. Olinger stated there might be other areas where a lot of rock is lost to washing where this might also be an option. Ruberg asked the cost of milling/grinding up the old blacktop, Olinger estimated it to be \$5.00 per square yard. Chiglo stated some of blacktop where Aspen meets Village Road has gravel over the top because of pothole issues, the blacktop is still there for the most part but covered up but on the other side of the new bridge about 3-4 feet of the road along the bluff is no longer blacktop, it has basically ground itself up. It is about 250-300 yards from the new bridge to the Yucatan line. Double chip sealing is very soft when it is first put down but will get cure and become solid over time. Olinger will put together price options

- **Derek Olinger-2025 Chip Sealing Project:**

- Olinger provided a list and map of the remaining streets that needed to be chip sealed. Streets listed: Plummer (Main to Darr), Plummer (Darr to East), Prospect, Darr, Money Creek (chip seal), Laura Lane, Hayes, Goodrich (Main to 640' East), Sherwood, Meadow Ave (Hayes to T.H. 16)
- The estimated cost to chip seal these streets is \$55,260.00
- Olinger suggested the hall parking lot be considered for chip sealing in 2025, this would be a fairly inexpensive addition to the project. The lot was fog sealed which lasts for about 2 years was done 4 years ago, chip sealing will last for about 7 years. Rebecca Charles is looking into a grant to connect the bike trail to the CRV Hall area and this would include expanding the current parking lot to accommodate parking for those using the bike trail
- A small section of North Money Creek (approximately 500') and Oak View Loop are not included because Olinger feels they are too far gone so chip sealing would not be helpful. His recommendation for these areas is to plan to repave them in 4-5 years at an estimated cost of \$400k-\$450k.
- Pettit asked why Oak View Loop did not last longer because there is nothing but light residential traffic on it. Oak View Loop is about 20 years old, Olinger stated a typical life span for a blacktop road is about 20 years. Overland stated he does remember this road ever having anything done with it. Olinger stated it has been looked at for crack filling but there got to be too many cracks, especially on the south leg, so nothing was done. He would suggest milling and put new blacktop on top of the milling.
- Chiglo stated he feels Oak View Loop is still a fairly smooth stretch of blacktop that is not in bad shape and suggested chip sealing instead of repaving, this would be a huge cost savings. Olinger stated a single layer of chip seal doesn't add strength and the intention of it is to seal the top to prevent oxidation of the pavement below so if the pavement is already oxidized below chip sealing is really not doing anything. Over time of chip sealing, if the road does not totally break apart, you might get 4 chip seals over 20 years of time and would end up with a little thicker pavement which might smooth it a bite but Olinger feels its too late and there would be no benefit from it at this point. It is the same reason as to why there is too many cracks in a pavement, those cracks could be sealed up but you know a couple months down the road more cracks will open up. Chiglo asked if it could be double chip sealed and then later the same year or the next year come back and put another layer on would that work. Hart said the oxidation is the problem. Olinger stated by ship sealing you would be building on a bad base so you would be better off grinding up the old pavement and rebuilding on top of that. In the meantime do what can be done to keep it going for the next several years until its too big of a problem and it's time to repave.
- CRV would be responsible for repaving, it would not be assessed to the Oak View Loop residents. Financing options would be looked at down the road
- \$56,000.00 is included in the proposed budget for chip sealing
- Olinger can work on putting together a chip sealing quote package this winter and bring it back to the Council

Motion made to have Derek Olinger put together a chip sealing quote package **Motion** by Hart, 2nd by Link, Carried.

- **FEMA June 22-July 4, 2024 Flood Claim Update:**

- Miner and Chiglo met with Ivy Jackson from FEMA on October 7th and had a follow up phone call on October 14th
- Miner provided Jackson with all the labor and equipment summary sheets to date as well as the MN DNR permit for the work to be done on Gilbertson Road
- Chiglo provided the necessary GPS coordinates and answered questions as to what has been done and what still needs to be completed.

- Gilbertson Lane rip rap has been completed and a load of rock had to be spread on the road where the rip rap work was done, the rip rap has been delivered to Benson Lane and will be placed this week
- Invoices and remaining labor and equipment hours will be submitted as soon as they are received and all the work is complete. Chiglo got a burn permit and will burn the debris that was pulled away from the Benson Lane culvert as soon as it is safe to do so

OTHER:

- **Rebecca-CEDA-DEED Taylor Rural Improvements Grant-Hall Merry-Go-Round:**

- Charles was ill and unable to attend the meeting, she provided her monthly report for review
- Charles made an application today for the Safe Routes to School Grant (SRTS)
- The final SRTS report should be ready around the first of November
- CRV was awarded the Taylor Rural Improvement Grant in the amount of \$12,000.00 to replace the hall merry-go-round

- **Demeter Land Development Letter:**

- Letter received asked if CRV would be interested in selling the land the solar array is on or the solar array lease
- Council not interested at this time and no action will be taken

Motion made not to sell land or lease, no action will be taken

Motion by Hart, 2nd by Ruberg. Carried.

- **LMC Liability Waiver Form:**

- This is part of the CRV LMC Property & Casualty Insurance policy
- Butch Johnson, CRV Insurance Agent, recommends CRV does not waive the statutory tort liability limits. This is what has been done in the past.

Motion made CRV does not waive the statutory tort liability limits

Motion by Ebner, 2nd by Link. Carried.

- Hart asked to have this explained. O'Koren explained tort liability is an action against another person. An example would be a trip and fall could be classified as a tort liability or a broad legal cost fraction category. If this coverage is waived CRV would have to purchase additional coverage to cover something like a trip and fall. O'Koren stated the majority of his Cities do not waive it.

- **Budget Review-Health Insurance, Maintenance Shed Remodel, Part-Time Help:**

- Miner reported the proposed budget has been updated to include the proposed levy amount of \$583,150.00, updated estimate for chip sealing to \$56,000.00 and the part-time hour pay was increased to \$20.00 per hour for 10 hours per week for 8 months
- The 2025 proposed budget receipts are at \$739, 679.00 and the disbursements are at \$740, 943.00
- **Health Insurance**

- Miner shared Duane will be retiring as of December 31, 2024. Miner will need health insurance. Health insurance was included in the 2025 budget at \$1,500.00 per month for Miner
- Chiglo stated he does not plan to use the CRV health insurance until he reaches 26 years of age then he would have to see where things are at
- Enrollment would be with Minnesota Public Employee Insurance Program (MN PEIP) and the cost has been included in the 2025 proposed budget
- Hart asked for this to be tabled to allow time to chat about it

- **Maintenance Shed Remodel**

- Ebner would like to see the doors (includes openers and installation) and electric completed in 2024 to get the shed closed up before winter if the budget allows. Cost is estimated at \$24,000.00 (Doors \$11,600.00, Electric \$11,648.00)
- If this is going to be done this year everything needs to be orders soon
- Asked how the budget was looking Miner stated it was looking good so far and the doors and electric should be able to be completed in 2024 but you never know what could explode down the road
- Graham stated money needs to start being put away for roads and parks. In the recent years money has been budgeted for CD's but at the end of the year the budget has not allowed for CD's to be purchased. The only one that has been purchased on a regular basis is \$2,000.00 for parks. Graham will have a list for the November meeting of money that should be put into CD's for the end of 2024.
- Link stated we are losing a little safety net if something comes up between now and the end of the year
- Ruberg stated putting the doors in should be considered to get things sealed up, Link agreed it makes sense. Ruberg stated the electric could wait a little while. Hart stated to just get it all done
- Installing now would remove \$24,000.00 from the 2025 budget
- Heat would not need to be installed until the later part of 2025. Heat from the south side of the shed should keep north side of the shed at a good temperature. The cost for heat would need to be added to the 2025 budget if it is going to be done in 2025

Motion made to proceed with installing the doors and electric in 2024

Motion by Hart, 2nd by Ebner, Carried.

○ **Part-Time Help**

- The part-time wage was increase from \$15.00 to \$20.00 per hour for the 2025 budget and was figured at 10 hours per week for 8 months
- Chiglo stated 10-12 hours per week would be about right, some weeks you could have more hours than other weeks but on average Chiglo does not feel it would be more than 12 hours per week. 10 hours would be fine but 12 hours might be the safer side depending on the kind of summer it is. Going with 12 hours you would not have to worry about going over.
- The main job for the part-time person would be doing the mowing, trimming and maintaining the hall area during the main part of the summer. They would help with other projects like ditch work and tree trimming in the fall when the mowing season slows down. Chiglo figures it takes about 8 hours to get the hall and South Rushford mowing and trimming done per week. Mowing hours could be more if a residence needs to be mowed
- It is hard to figure how many hours would be needed if a storm hits with multiple trees down or a culvert needs to be worked on. If this were to happen everything else like mowing would have to wait until the storm damage is taken care of
- It might be hard to find a person to work 10-12 hours per week. This position could have flexible hours where they may work 20 hours one week and none the next week which could be what someone is looking for
- Ebner is not against these hours but wants to make sure CRV is not shorting itself
- Chiglo suggested the part-time person work to mid-October, an additional 2 weeks, to help get the equipment ready for winter. This would include getting the sander in the F450, putting on the plows, etc. which are two person jobs
- Link stated 12 hours per week would add approximately \$1,000.00 more to the budget
- Another option would be to contract out the mowing so the part-time person would be available to assist Chiglo with other projects but this would be an additional expense above the part-time help. Doing this would save on wear and tear on CRV equipment but Overland questioned if it would it be possible to find someone to mow for \$20.00 per hour. Graham stated when CRV figures their cost for mowing the equipment wear and tear needs to be considered, it is not just \$20.00 per hour for the help

OTHER UPDATES / MEETINGS:

- November 5, 2024-Tuesday-General Election-CRV Community Center-Polls Open 7:00 am-8:00 pm
- November 5, 2024-Tuesday-NO Council Meeting
- December 3, 2024-Truth in Taxation (TNT) Meeting, 6:45 pm @ CRV Office

Next Meetings: Council: November 19, 2024 @ 7:00 pm and December 3, 2024 TNT Meeting @ 6:45 pm, Council Meeting @ 7:00 pm at CRV Hall Office

Zoning: November 19, 2024 @ 5:30 pm at CRV Hall Office

Motion made to Adjourn Regular Council Meeting at 8:05 pm by Hart, 2nd by Ruberg. Carried