

CITY OF RUSHFORD VILLAGE AGENDA
REGULAR ANNUAL MEETING, JANUARY 21, 2025 – 7:00 PM
43038 State Hwy 30, Rushford Village, Minnesota 55971-5167

Pledge of Allegiance to the Flag

CALL TO ORDER: Mayor Dennis Overland, Council Members: Mike Ebner, Travis Link, Robert Hart, Rick Ruberg; Public Works/Maintenance Supervisor Trenten Chiglo, Planning/Zoning Administrator Jon Pettit, City Attorney Joseph O’Koren, Treasurer Judy Graham, and City Clerk Mary Miner.

AGENDA APPROVAL:

Motion

Additions:

MINUTES APPROVAL: December 17, 2024 Regular Council Meeting.

(Additions /Corrections?)

Motion

- Review January 16, 2024 Annual Meeting Minutes

CITIZENS /OTHERS PRESENT /WISHING TO BE HEARD:_____

- Stephanie Eggert: R-P Valley Chamber 2025 Advertising Request

CLERK’S PRESENTATION OF 2024 FINANCIAL REPORT

Motion

APPOINTMENTS / DESIGNATIONS:

Motion

Vice Mayor:_____ Acting Clerk:_____ Acting Treasurer:_____

REGULAR COUNCIL MTGS: 1st & 3rd Tuesdays, 7:00 PM; Special Mtgs Posted &/or
Published, including adjustments for Holidays

Motion

2026 ANNUAL Meeting: Tuesday, January 20, 2026- No January 6, 2026 meeting

Motion

CREDIT CARD, OFFICIAL DEPOSITORIES & SIGNATORIES:

Motion

___Now Account Checking (3 sign) & Safe Deposit Box (1 signs) at Rushford State Bank (RSB)

___Signatures – Checking: Mayor Overland, Vice Mayor _____, Treasurer Graham, Clerk Miner

___Signatures – Safe Deposit Box: Treasurer Graham, Clerk Miner

___Signatures - CD’s @ RSB (4 to invest, 2 to withdraw) : Treasurer, Clerk, Mayor, Vice Mayor

[All Funds: General/Road Equipment as specified, EDA-RLF, Water PFA & non PFA, Sewer (no PFA)]

___Merchants Bank Credit Card: Maintenance \$5,000.00, Clerk \$5,000.00

2025 OFFICIAL NEWSPAPER

Motion

___Support/Special Events Ads: Fire & Ambulance, Nat’l Education Week, Volunteers

2025 COMMITTEES / Other appointments: (2024 Appointments are listed below)

Motion

___Personnel & Finance Committee: R. Hart, R. Ruberg

___Equipment Committee: T. Link, M. Ebner

___Health Officers: D. Overland, M. Ebner, Ambulance Dir, Fire Chief

___Board of Health: Winona Health, Dr. Marcoux, DDS, and Dr. Taggart, DVM

___Board of Appeal & Equal: Fillmore County

___Weed Inspectors: Travis Link, Robert Hart

___Assistant Weed Inspector: Maintenance Department

___Data Practices Authority: Clerk

___Employee Contact: Mayor Overland or Appoint _____ to work with Clerk, Maintenance, and P/Z

___Individual Sewage Treatment Systems Inspector /Feedlot Permits: Fillmore County (Blake Lea)

2025 CONTRACTS

Motion

___ **Insurance:** Butch Johnson Agency (10% reimbs): LMCIT, Prop/Casualty, Work Comp (2% reimbs)
___ **City Attorney:** O’Koren Law Firm LLC, Lanesboro, MN: \$130.00/hr (10/4/16), \$250/mtg max.
___ **City Auditor:** Engelson & Associates: approx: \$10,900 for 2024 audit, \$10,400.00 for 2023 Audit
___ **Animal Control:** Robert Brand @ \$750/quarter (\$30.00-Dog, Cat, Wild Animals)
___ **Economic Development:** CEDA \$15,962.00-CRV Representative: Rebecca Charles
___ **Trash Contract:** Harter’s Quick Clean Up 3/1/2023-2/29/2028
___ **Water Tower Inspections:** KLM Engineering (10 Year with Inspections in 2023 and 2028-\$3,000.00 Per Inspection)
___ **Computer Backup:** Inspire Tech- \$40.00 Per Month-Treasurer & Clerk Computers, Tech Support
___ **Website:** Vision Design \$60.00 monthly
___ **Hall Cleaning:** American Facility Services \$21.25 per hour
___ **Drug & Alcohol Random Testing, Hearing Conservation Testing:** Gundersen Health
___ **After Hours Drug & Alcohol Testing:** Affirm Drug Testing
___ **Granicus:** Open Platform Suite 2/23/25-2/22/26-iPads-Meetings \$2,470.59 (2025), \$2,308.96 (2024)
___ **Billing Software:** Centralsquare/Vadim Municipal Software \$993.23 (2025), \$974.18 (2024)
___ **Lift Station Pump Inspections:** MN Pump Works 3 Year Contract (2024-2026) \$541.50 yearly
___ **Health Insurance:** MN PEIP \$1,484.56 monthly
___ **Life Insurance:** MN Life Insurance Company \$17.00 monthly
___ **Short Term Disability Insurance:** Madison National Life Insurance Company \$32.80 Monthly
___ **Cell Phone:** Verizon Wireless approx. \$52.15 monthly
___ **Minnesota IT Services:** Cybersecurity
___ **Dig Locates:** Gopher State One Call \$1.35 per ticket

ZONING:

Motion

___ 2024 Zoning & Permit Fees – **Review 2024 Chart**
___ 2024 Zoning Business Permits (4) \$285.60, Farm Permits (10) \$401.60, Residential Permits (52) \$1,498.47,
Public Hearings (1) \$450.00, New Home (1) Permits \$535.20, Fines (1) 250.00, No Charge (35)
___ **Total 2024 Zoning Permits (69) \$3,420.87**
___ 2024 Planning & Zoning Recap-**Review Year Totals**
___ Confirm: (1 yr Term: Commission Members Glen Kopperud and Hamilton Petersen (1/1/25-12/31/25)
(2 yr Term: Commission Members Gordon Johnson and Jesse McNamer (1/1/25-12/31/26)
___ Regular Zoning Mtgs: 3rd Tuesday before 2nd Council Meeting, 5:30 PM, Rushford Village Hall-Office.
Next Meeting Tuesday, February 20, 2024

FINANCIALS –Bank Balance as of 12/31/2024: \$448,744.84; December Receipts \$280,821.53 (December Levy \$196,946.14, 2023 Property/Casualty & Work Comp Refund \$989.00, LGA \$37,608.00, Ag Credit \$5,449.67, Aid for Streets \$3,180.00); December Disbursements: \$157,121.15; Outstanding Checks as of 12/31/2024 \$63,736.46; Estimated January Expenses \$105,000.00, Receipts \$10,000.00
Expenses as of January 15, 2025 \$86,334.71/Receipts as of January 15, 2025 \$791.62
CDs continue to renew at current advertised rates

Motion

Transfer from AMRP Fund 208 Into General Fund 100

Motion

NOW ACCOUNT–Rushford State Bank as of 12-31-2024: \$ 448,744.84

Motion

General Fund	\$ 263,876.53
MIF Repayments – Revolving Loan Fund	\$ 77,459.42
Water Fund	\$ 93,619.03
Sewer Fund	\$ 2,205.77
American Rescue Plan Act-2021-2023.....	\$ 000.00
2021A GO Street Reconstruct (2015A72016A)...	\$ 19,684.38
2024 FloodDR4797-MN.....	\$ (8,100.29)

INVESTMENTS Summary as of 12-31-2024:	\$ 634,844.16	Motion
General Fund	\$ 187,389.40	
MIF-RLF.....	\$ 243,672.28	
Water Repair/Replacement	\$ 152,189.47	
Sewer Repair/Replacement.....	\$ 51,592.51	
MCU-Sewer Non-PFA.....	\$.50	

REPORT of OUTSTANDING INDEBTEDNESS as of January 1, 2025	\$682,093.52	Motion
		Due 2025
General Obligations Revenue Sewer Upgrade Loan, semi-annual:	\$ 46,386.30	\$ 8,012
General Obligations Refunding Sewer	\$ 33.22	\$ 0
General Obligations Revenue Water Loan, semi-annual payments:	\$134,000.00	\$ 17,968
2021A GO Street Reconstruction	\$501,674.00	\$ 69,888

MEMBERSHIPS / SUPPORT 2025:	Motion
___League of MN Cities, Mayors Assoc, SEMLM, MN Rural Water, Root River Trail Towns (\$200.00),	
___R-P Community Service Summer Rec (\$500.00), RP Valley Chamber (\$90.00), MCFOA (\$45.00)	
___SMIF (\$500.00)	

REVIEW CRV PAY RATES and FEES - Review 2024 Rate Fee Chart	Motion
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PLANNING/ZONING: Pettit: New Permits/Inquiries/Updates:
New Permits:
#1700-Fred & Dianne Engelhart-Enclosing both ends of building-State Highway 16
Permit Status/Projects in Process/Inquiries:
a)

ROADS/WATER/SEWER:	
a) Roads/Utility Updates-Chiglo	Motion
b) FEMA Project 759623-June 16-July4, 2024 Flood Event	Motion

OTHER:	
a) 2025 Spring clean-up date and time: May 3 or 10, 2025, 8:00am-12:00pm	Motion
b) Jeremy Miller-Land Trust Conservatory/MN DNR Letter	Motion
c) Review AWAIR Policy	Motion
d) Pay Equity Report	Motion
e) SEMLM Annual Meeting-January 30, 2025, 5:00-8:30 pm, Kasson	Motion
f) 2025 MCFOA Annual Conference 3/19-3/21- \$395.00/Room \$443.23/Mileage \$198.52	Motion
g) Review/Update 2024 Goals & Priorities	Motion
h)	Motion

OTHER UPDATES/ MEETING:
• January 22, 2025-Wednesday-Fillmore County Water & Radon Testing at CRV Hall 3:00-6:00 pm
• January 30, 2025, Thursday, SEMLM Annual Meeting-5:00 pm to 8:30 pm-Kasson
• January 31, 2025, Friday-Vacation after noon
• March 2-3, 2025, Sunday to Monday-back Monday afternoon if needed

Next Meetings:	Council: February 4 & February 18, 2025, 7:00 pm at CRV Office
	Zoning: February 18, 2025, 5:30 pm at CRV Office

MOTION to Adjourn at ____ p.m., by _____, 2nd by _____