

**CITY OF RUSHFORD VILLAGE AGENDA**  
**REGULAR ANNUAL MEETING, JANUARY 19, 2021 – 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, Roger Knutson, Robert Hart, Rick Ruberg; Planning/Zoning Administrator Jon Pettit, City Attorney Thomas Manion, Treasurer Judy Graham, and City Clerk Mary Miner.

**AGENDA APPROVAL:** Motion\_\_\_\_\_  
Additions:

**MINUTES APPROVAL:** December 15, 2020 Tyler Eide Public Hearing & Regular and December 22, 2020 & January 13, 2021 Continued Meetings.  
Additions /Corrections? Motion\_\_\_\_\_  
•Review January 21, 2020 Annual Meeting Minutes

**CITIZENS /OTHERS PRESENT /WISHING TO BE HEARD:** \_\_\_\_\_

**CLERK’S PRESENTATION OF 2020 FINANCIAL REPORT** Motion\_\_\_\_\_

**APPOINTMENTS / DESIGNATIONS:** Motion\_\_\_\_\_  
Acting Mayor: \_\_\_\_\_ Vice Mayor: \_\_\_\_\_ Acting Clerk: \_\_\_\_\_ Acting Treasurer: \_\_\_\_\_

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

2022 ANNUAL Mtg: Tuesday, January 11 or 18, 2022- No January 4, 2022 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: Acting Mayor \_\_\_\_\_, 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 /Acting 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 \$ \_\_\_\_\_

\_\_\_\_ **OFFICIAL NEWSPAPER-2021** Fillmore County Journal Motion\_\_\_\_\_

\_\_\_\_ Support/Special Events Ads: Fire & Ambulance, Nat’l Education Week, Volunteers Motion\_\_\_\_\_

**2021 COMMITTEES / Other appointments:** Motion\_\_\_\_\_

\_\_\_\_ Personnel & Finance Committee: R. Hart, R. Ruberg  
\_\_\_\_ Equipment Committee: R. Knutson, 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: Roger Knutson, \_\_\_\_\_  
\_\_\_\_ Assistant Weed Inspector: Maintenance Department-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 (Mike Frauenkron)

**2021 CONTRACTS** Motion\_\_\_\_\_

\_\_\_\_ INSURANCE- Butch Johnson Agency (10% reimbursement): LMCIT, Prop/Casualty, W/Comp  
\_\_\_\_ CITY ATTORNEY: Manion O’Koren Law Firm, Lanesboro, MN: \$130.00/hr (10/4/16), \$250/mtg max.  
\_\_\_\_ CITY AUDITOR: Engelson & Associates: approx: \$8,250 for 2020 audit, 2019 Audit \$7,850  
\_\_\_\_ ANIMAL CONTROL: Robert Brand @ \$375/quarter (\$35.00/Dog, \$15.00/Cat, \$20.00/Wild Animals)

CEDA: \$13,390.00-CRV Representative: Rebecca Charles-Annual Report  
 HARTER'S (3/1/2020-2/29/2023)  
 KLM Engineering (10 Year with Inspections in 2023 and 2028-\$3,000.00 Per Inspection)  
 INSPIRE TECH: \$30.00 Per Month-Computer Back-Up, Tech Support  
 GOVOFFICE: Website \$570.00  
 GRANICUS: Open Platform Suite-iPads-Meetings \$2072.78  
 GUNDERSEN HEALTH-Drug & Alcohol Testing  
 MINNESOTA PUMP WORKS-3 Year Contract (2018-2020) for Yearly Lift Station Pumps Inspection \$468.75

**ZONING:**

Motion \_\_\_\_\_

2021 Zoning & Permit Fees – **Review 2020 Chart**  
 2020 Zoning Business Permits (9) \$127.89, Farm Permits (12) \$165.40, Residential Permits (26) \$668.45, Public Hearings (4)\$1,800, New Home (2) Permits \$853.19, No Charge (14)

**Total 2020 Zoning Permits (67) \$3,614.93**

(Adam Johnson New Home Permitted in 2019 permit paid for in 2020-total collected \$4,066.13)

Confirm: (1 yr Term: Commission Members Glen Kopperud and Hamilton Petersen (1/1/21-12/31/21)  
 (2 yr Term: Travis Link (1/1/21-12/31/22) ) Gordon Johnson (1/1/21-12/31/22)

Regular Zoning Mtgs: 3<sup>rd</sup> Tuesday before 2<sup>nd</sup> Council Meeting, 5:30 PM, Rushford Village Hall-Office.  
 Next Meeting Tuesday, February 16, 2021

**FINANCIALS – December 31, 2020 Bank Balance: \$ 253,274.14; Receipts \$ 60,422.63;**

Disbursements: **\$ 84,993.83**; Outstanding Checks **\$12,843.55**; Estimated January Expenses **\$144,000.00**, Receipts **\$15,500.00**; Expenses as of January 15, 2021 \$103,373.81

Motion \_\_\_\_\_

**NOW ACCOUNT–Rushford State Bank as of 12-31-2020: \$ 253,274.14**

Motion \_\_\_\_\_

General Fund .....	\$ 89,184.25
Cooperative Way Debt Service.....	\$ 68,701.20
MIF Repayments – Revolving Loan Fund .....	\$ 68,831.47
Water Fund .....	\$ 70,346.53
Sewer Fund .....	\$ 1,919.54
2016A Roads.....	\$ 0.00
Flood July 18-19, 2019.....	\$ (43,635.62)
FEMA balance (deficit) Flood 8/19/2007.....	\$ (1,597.26)
FEMA balance (deficit) Flood 9/21/2016.....	\$ (475.97)

**INVESTMENTS Summary as of 12-31-2020: \$ 721,472.50**

General Fund .....	\$ 301,459.18
MIF-RLF.....	\$ 217,334.51
Water Repair/Replacement .....	\$ 107,347.95
Sewer Repair/Replacement.....	\$ 95,330.86

**REPORT of OUTSTANDING INDEBTEDNESS as of January 1, 2021 \$1,191,716.32**

	<u>Due 2021</u>	<u>Principal 12/31/2021</u>
General Obligations Revenue Sewer Upgrade Loan Loan, semi annual:	\$ 8,045	\$ 68,453
General Obligations Revenue Water Loan, semi annual payments:	\$ 17,879	\$ 181,000
Cooperative Way ReFy GO + Assessment, \$19,345	\$ 38,175	\$ 107,000
2016 GO Roads Reconstruct– Bank of Russell	\$ 70,982	\$ 677,000

**MEMBERSHIPS / SUPPORT 2021:**

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)

**REVIEW PAY RATES and FEES - Review 2021 Rate Fee Chart**

Motion \_\_\_\_\_

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

**New Permits:**

- #1426-David Lind-Freezer on Existing Concrete-Denied at 12/15/2020 Council Meeting
- #1427-Public Hearing 12/15/2020-Tyler Eide-Rezone from Commercial to Residential
- #1428-Lyle Thompson-New Sofit & Facia on House
- #1429-Clair Olstad-Metal Siding on 3 Outside Buildings
- #1430-Jerome Kopperud-Finish off Inside of Shed

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

- a)
- b)

**ROADS/WATER/SEWER:**

- a) Full Time Public Works/Maintenance Position
- b) Part Time Snow Plowing/Road Maintenance Position
- c) Review 2020 Goals and Priorities

Motion \_\_\_\_\_  
 Motion \_\_\_\_\_

**2020 GOALS / PRIORITIES:**

**Completed/Carry / Forward**

- Tree Cutting-Tower Ridge
- Finish Trees-Aspen Rd
- Shoulder Rock-Cooperative Way
- Fix Hill Road to Water Tower
- Install Speed Bumps and Signs on Goodrich
- Ditchwork on hill and top-Ridgeview Rd
- Playground Equipment Repair
- Shoulder work with retriever on multiple roads
- Clean rocks and tree limbs out or road ditches
- Pour concrete pad for trash can on Cooperative Way
- Put soft pad under restroom sinks to meet ADA requirements-CRV Hall
- Planning for playground entrance/surfaces to meet ADA requirements
- Fix culvert sign-Ridgeview
- Fix up cattle pass, needs new beams-Ridgeview

Motion to carry forward Incomplete 2020 goals to 2021 Goals/ Priorities

Motion \_\_\_\_\_

**ADDITIONAL 2021 GOALS / PRIORITIES:**

**OTHER:**

- a) 2021 Spring clean up date and time: May 8 or 15, 2021, 8:00am-12:00pm-2020 was set for May 9<sup>th</sup>, 8:00am-12:00pm-No Fall Clean up
- b) Rebecca Charles-CEDA-December Update

Motion \_\_\_\_\_  
 Motion \_\_\_\_\_

**OTHER UPDATES/ MEETING:**

**Next Meetings-** Council: February 2 & February 16, 2021, 7:00 pm at CRV Office  
 Zoning: February 16, 2021, 5:30 pm at CRV Office

**MOTION to Adjourn** at \_\_\_\_\_ p.m., by \_\_\_\_\_, 2<sup>nd</sup> by \_\_\_\_\_