

**MELROSE CITY COUNCIL
REGULAR MEETING
TUESDAY, JANUARY 7, 2025 – 5:00 P.M.**

A.I. #1 CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Melrose City Council met in a Regular Meeting on Tuesday, January 7, 2025, at 5:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Council Members Tony Klasen, Travis Frieler, Joeline Wieling, Mark Niehoff, Mayor Joe Finken, City Administrator Colleen Winter, and City Clerk Patti Haase. Mayor Finken presided thereat.

The Council then recited the Pledge of Allegiance.

A.I. #2 OATH OF OFFICE

Mayor Joe Finken administered the Oath of Office to Council Member Tony Klasen and Mark Niehoff, who were elected in November 2024 to serve four-year terms beginning January 2025.

A.I. #3 APPROVAL OF AGENDA

A motion was made by Ms. Wieling, seconded by Mr. Klasen and unanimously carried to approve the agenda as submitted.

A.I. #4 OPEN FORUM

Mayor Finken then opened the floor to public comment. There were no comments.

A.I. #5 APPROVAL OF CONSENT AGENDA

Approval of the following:

- a. 1) Assistant Weed Inspector
Mayor to appoint for a one-year term. Streets/Parks Supervisor Andrew Rousslang will serve in this position.
- 2) City Forester
Mayor to appoint for a one-year term. Streets/Parks Supervisor Andrew Rousslang will serve in this position.
- 3) Animal Control Officer
Mayor to appoint for a one-year term the Melrose Police Department as the City Animal Control Officer.
- b. 1) Official Newspaper
The Council to give consideration to designating the City's official newspaper for 2025. In the past the Star Post has served in this capacity.
- c Resolution No 2025-1, Resolution Designating Official Depository and Supplemental Depositories for City Funds. This resolution designates Magnifi Financial – Melrose as the official depository for 2025 and the Finance Director is given the authority to name additional depositories for the deposit of funds.

The Council may wish to again grant the Finance Director the authority to name the depositories. This could be done with the understanding that UBS Financial Services , and Freeport State Bank – Melrose would also be used as depositories.

The motion designating the depositories of City funds should include the following, "For the purpose of being certain that all funds in financial institutions will be insured, the Finance Director shall have the authority pursuant to Minnesota Statutes 118A.02, Subd. 1, to name depositories for the deposit of funds so as to make certain that all City funds are either insured or collateral has been pledged by the depository as security, as permitted by M.S., Chapter 118A."

The Council to take action on the proposed resolution.

A motion was made by Mr. Travis Frieler, seconded by Ms. Wieling and unanimously carried to approve the Consent Agenda Items.

A.I. #6 REPORTS

None

A.I. #7 ACTION ITEMS

a. Consideration to be given to the following appointments:

1) Acting Mayor

Council to take action appointing an Acting Mayor for a one-year term. Council Member Tony Klasen served as Acting Mayor 2024.

A motion was made by Mr. Frieler, seconded by Ms. Wieling and unanimously carried reappointing Mr. Klasen as Acting Mayor for 2025.

2) Public Utilities Commission

The Council to appoint one member for a three-year term. Incumbent Jeremy Kraemer is seeking reappointment. No other applications have been received.

A motion was made by Ms. Wieling, seconded by Mr. Niehoff and unanimously carried reappointing Jeremy Kraemer to the Melrose Public Utilities Commission for a three-year term.

The Council to appoint a Council Representative for a one-year term to the Public Utilities Commission. Joe Finken served as the Council Representative for 2024.

A motion was made by Mr. Travis Frieler, seconded by Mr. Niehoff and unanimously carried reappointing Mr. Finken as the Council Representative for a one-year term.

3) Planning and Zoning Commission

The Council to appoint one member for a four-year term. Incumbent Dave Berscheit is seeking reappointment. No other applications have been received.

A motion was made by Mr. Klasen, seconded by Mr. Niehoff and unanimously carried reappointing Mr. Berscheit to the Planning and Zoning Commission for a four-year term.

The Council to appoint a Council Representative for a one-year term to the Planning and Zoning Commission. For 2024, Joelene served as the Council Representative.

A motion was made by Mr. Niehoff, seconded by Mr. Klasen and unanimously carried reappointing Ms. Wieling to the Planning and Zoning Commission, as the Council Representative for a one-year term.

4) Melrose Area Development Authority (MADA)

The Council to appoint a Council Representative for a one-year term to the Melrose Area Development Authority. For 2024 Travis Frieler served as the Council Representative.

A motion was then made by Ms. Wieling, seconded by Mr. Klasen and unanimously carried reappointing Mr. Travis Frieler to the Melrose Area Development Authority, as the Council Representative for a one-year term.

5) Parks and Recreation Board

Mayor to appoint and Council to concur appointing a Council Representative to the Parks and Recreation Board to serve a one-year term. For 2024, Justin Frieler served as the Council Representative.

Mayor Finken is appointing Mr. Niehoff to serve on the Parks and Recreation Board as the Council Representative for a one-year term.

A motion was made by Mr. Frieler, seconded by Ms. Wieling and unanimously carried concurring with the mayor's appointment of Mr. Niehoff to the Parks and Recreation Board as the Council Representative for a one-year term.

6) Melrose Fire Relief Association

Council to appoint a Council Representative to the Fire Relief Association. Justin Frieler served as the Representative in 2024.

A motion was made by Ms. Wieling, seconded by Mr. Frieler and unanimously carried appointing Mr. Mark Niehoff to the Melrose Fire Relief Association, as the Council Representative for a one-year term.

7) Melrose Housing and Redevelopment Authority

Council to appoint one member for a five-year term. Incumbent Matt McDonald is seeking reappointment.

A motion was made by Mr. Frieler, seconded by Mr. Klasen, and unanimously carried reappointing Mr. Matt McDonald to the Melrose Housing and Redevelopment Authority for a five-year term.

Council to appoint a Council Representative to serve a one-year term to the Melrose Housing and Redevelopment Authority. Joeline Wieling served as Council Representative for 2024

A motion was made by Mr. Niehoff, seconded by Mr. Frieler and unanimously carried reappointing Ms. Joeline Wieling to the Melrose Housing and Redevelopment Authority as the Council Representative for a one-year term.

A motion was then made Mr. Niehoff, seconded by Mr. Frieler and unanimously carried adopting Resolution No. 2025-2 Resolution Approving Appointments to the Housing and Redevelopment Authority of the City of Melrose MN

- b. 1) The Council to give consideration to designating the Grievance Representative for 2025. The Utilities Commission will also designate their Grievance Representative for 2025 at its January 13, 2025, meeting. For 2024, Travis Frieler was the Council representative, and Jeremy Kraemer was the Utilities Commission representative. The Council to take action appointing a Council Member to serve as Grievance Representative for 2025.

A motion was made by Ms. Wieling, seconded by Mr. Niehoff and unanimously carried appointing Mr. Travis Frieler as the Grievance Representative for 2025.

- 2) The Council to give consideration to appointing a member to the Ad Hoc Labor & Personnel Committee for future labor discussions. In 2024 Council Member Tony Klasen served as Council Representative and Eric Seanger served as the Utilities Commission representative for this Committee. The Utilities Commission will be appointing a representative at its January 13, 2025 meeting. The Council to take action appointing a representative to the Ad Hoc Labor & Personnel Committee for 2025.

A motion was made by Mr. Niehoff, seconded by Ms. Wieling and unanimously carried appointing Mr. Klasen to the Ad Hoc Labor & Personnel Committee for 2025.

A.I.#8 OLD BUSINESS

None

A.I. #9 NEW BUSINESS

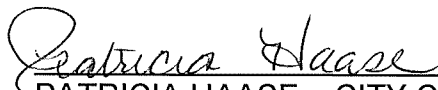
None

A.I. #10 INFORMATIONAL ITEMS

None

A.I. #11 ADJOURNMENT

A motion was made by Mr. Niehoff, seconded by Ms. Wieling and unanimously carried that the meeting be adjourned at 5:07 p.m.



PATRICIA HAASE – CITY CLERK