

Mission of the City of Courtland

We envision Courtland as a city with managed growth which offers a high quality of life for individuals, families and businesses at an affordable cost.

City Council Minutes

Regular Meeting

November 7, 2024

Members Present: Mayor Al Poehler
Council Member Pam Rodewald
Council Member Paul Bode
Council Member Ralph Bents
Council Member Justin Kraus

Members Absent:

Others Present: Julie Holm Dave Ubel Mark Fiemeyer Karen Fluegge Greg Juberien Eric Hauser Doug Hoffmann

The regular city council meeting was called to order by Mayor Poehler at 7:00 pm on November 7, 2024 in the Council chambers in City Hall.

Rodewald made a motion to approve the agenda. Bents seconded the motion. The motion carried with all in favor.

Kraus made a motion to approve October 3, 2024, regular Council minutes. Rodewald seconded the motion. Motion carried with all in favor.

Rodewald made a motion to approve monthly bills. Bents seconded the motion. Motion carried with all in favor.

Check#	Vendor	DATE	\$AMT	Description
EFT	IRS	31-Oct-24	\$923.91	federal payroll taxes
EFT	MN DEPT OF REVENUE	31-Oct-24	\$168.00	mn payroll taxes
EFT	PERA	31-Oct-24	\$570.62	PERA contributions
22925	BOLTON & MENK, INC	09-Oct-24	\$14,488.00	engineering svcs collin drive improvement project
22926	CITY OF COURTLAND	09-Oct-24	\$283.86	fire hall, comm center, main shed, city office utilities
22927	IN CONTROL, INC	09-Oct-24	\$409.50	WTP System support - Eng Svcs - unscheduled
22928	RENT N SAVE PORTABLE SERVICES	09-Oct-24	\$230.00	porta potty rental - parks
22929	W W BLACKTOPPING, INC	09-Oct-24	\$205,066.32	pay request 2
22930	COURTLAND MART	10-Oct-24	\$513.74	gas - dave
22931	CITY OF NEW ULM	10-Oct-24	\$6,918.23	flow to new ulm
22932	Holm, Julie	16-Oct-24	\$1,060.61	Payroll 9/29-10/12/24
22933	Ubel, David	16-Oct-24	\$1,430.66	Payroll 9/29-10/12/24
22934	Voges, Jessie	16-Oct-24	\$691.43	Payroll 9/29-10/12/24
22935	Holm, Julie	31-Oct-24	\$937.43	Payroll 10/13-10/26/24
22936	Ubel, David	31-Oct-24	\$1,430.66	Payroll 10/13-10/26/24
22937	Voges, Jessie	31-Oct-24	\$615.42	Payroll 10/13-10/26/24
EFT	COMCAST, INC	04-Nov-24	\$96.59	main st office internet
EFT	MICROSOFT	08-Nov-24	\$17.71	office 365 subscription
EFT	IRS	14-Nov-24	\$893.09	federal payroll taxes
EFT	MN DEPT OF REVENUE	14-Nov-24	\$162.00	mn payroll taxes
EFT	PERA	14-Nov-24	\$554.35	PERA contributions
22938	BADGER METER	06-Nov-24	\$61.64	beacon web program support meter reading 386 units
22939	BOLTON & MENK, INC	06-Nov-24	\$12,816.50	eng svcs collin drive improv proj
22940	CLEARWAY COMMUNITY SOLAR LLC	06-Nov-24	\$2,175.41	solar subscription
22941	FILZEN EXCAVATION LLC	06-Nov-24	\$268.44	skid loader rental main st park improvements
22942	FLOW MEASUREMENT AND CONTROL	06-Nov-24	\$452.00	certification lift station pumps
22943	GOPHER STATE ONE-CALL	06-Nov-24	\$27.00	20 tickets
22944	JR REINHART	06-Nov-24	\$442.00	ditch mowing
22945	HAWKINS, INC	06-Nov-24	\$1,598.08	water plant chemical supplies
22946	LEAGUE OF MINNESOTA CITIES	06-Nov-24	\$122.25	Adobe subscription

22947	LOFFLER	06-Nov-24	\$64.10	mfp maintenance, color copies
22948	LUEPKE OIL & TRUCKING LLC	06-Nov-24	\$384.51	gas- Dave, fuel city truck and lift station generator
22949	MIDWEST PLAYSCAPES, INC	06-Nov-24	\$24,482.50	playground equip installation, edging material main st park
22950	Nuvera	06-Nov-24	\$590.15	office, fire hall, lifts, wells, wtr twr, wtr plnt intnet
22951	PROKORE INSPECTIONS, LLC	06-Nov-24	\$60.70	remit sept & oct permit fees
22952	QUALITY FLOW SYSTEMS INC	06-Nov-24	\$1,571.00	field labor grinder pump removal - 122 Stony Point
22953	RIVER VALLEY LAWN CARE	06-Nov-24	\$330.10	fall fertilizer application fire hall, parks
22954	RUNNINGS SUPPLY, INC.	06-Nov-24	\$271.87	supplies grinder pump removal - 122 stony point
22955	COLUMN SOFTWARE PBC	06-Nov-24	\$192.13	ph notice collin dr assessments
22956	UNITED NATURAL GAS	06-Nov-24	\$132.00	main shed, firehall, wtr plant, city office natural gas
			\$237,523.77	

Public Utilities: Dave reports he is working on the required report of Lead/Copper Service Lines for the State and there will be a need to send out twenty-six letters to people that an inspection will need to verify lines. Dave reports a water leak at the water plant coming out of one of the pumps. Parts have been ordered to repair it. Dave also reports he is working on the washout near sewer line along the railroad tracks.

Dave reports park is nearly finished with the volunteer help to install the edging and spread mulch, seeding may take place tomorrow. There was a light pole was removed and will be used to put light on the water tower. There was electrical wiring cut during the work to prepare the sight and will need to be redone as is provides light for flag and the Lions are asking for additional outlets. Discussion on wish list and getting quotes for future discussion.

Dave has report on lift stations needing repair, the pumps are wearing from service and replacement may need to happen.

Lagoon Circle sewer line repair previously discussed that was found on inspection, Dave has looked into options for the repair.

Dave has received bid for ditch repair on Wishbone Way for both sides of the street at \$22,350. The repairs only need to be on one side of the street, eight houses and estimate \$1500 per house. Additional work around the city is also needing to be done, more discussion with residents will need to happen before moving forward.

Council Reports: Rodewald had a discussion with Sheriff Dave Lange regarding enforcement of ordinances. Discussion led to what is done for other cities, enter into a contract with the county with a list of ordinances we are needing enforced over what the Sheriff's office would normally do for residents. Lange suggests a workshop to discuss in detail.

Mayor: Poehler has been contacted by owner of former S & S Motors property if the city would be interested in acquiring the property for use as Fire Station. Poehler asks Ubel to respond as the Fire Chief. Chief Ubel thinks it would work out good, the ISO ratings would be the same, the distance is good. It would be a good place for firefighter training. Poehler explained that the purchase would only be for the main building with some remodeling to make fit needs. Cost would be about \$1-1.2 million, to build would run about \$3 million. Council member Bode would not like to see the fire hall move. Discussion on issuing debt and process. Clerk Holm will check with league what process would be.

City Clerk: Holm reported on November 5th election. Total ballots for the day were 719, 410 for city residents and 309 for township residents. No problems happened; it was a busy but smooth day. Holm reports the office will be closed Monday November 11th for Veterans Day.

Collin Drive Improvement Pay Request 3 is presented for approval.

Rodewald made a motion to approve Pay Request 3 to WW Blacktopping for \$20,598.61. Kraus seconded the motion. Motion carried with all in favor.

Resolution 24-120 Resolution Approving Courtland Recreation Association 2025 Raffle for Fish Fry.

Rodewald made a motion to approve Resolution 24-120 Resolution Approving Courtland Recreation Association 2025 Raffle for Fish Fry. Bode seconded the motion. Motion carried with all in favor.

RESOLUTION 24-120
RESOLUTION FOR RAFFLE FOR FISH FRY

The City of Courtland on the seventh day of November, 2024 approves the request from the Courtland Recreation Association to allow a drawing for a raffle held on March 9, 2025 following the annual Fish Fry on March 8, 2025 to be held in the Courtland Community Center. Adopted by the City Council for the City of Courtland unanimously on the 7th day of November 2025.

Signed: Al Poehler, Mayor

Attest: Julie Holm, City Clerk

Resolution 24-121 Adopting Assessment Collin Drive

Rodewald made a motion to approve Resolution 24-121 Resolution Adopting Assessment 2024 Collin Drive Improvement Project. Bode seconded the motion. Motion carried with all in favor.

RESOLUTION 24-121

**CITY OF COURTLAND
COUNTY OF NICOLLET
STATE OF MINNESOTA**

Resolution Adopting Assessment

Councilmember Rodewald offered the following resolution and moved its adoption:

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has held a Public Hearing upon proposed assessments as part of which the City Council has heard and passed upon all objections to the proposed assessment for the 2024 Collin Drive Improvement Project;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COURTLAND, MINNESOTA:

1. Such proposed assessment roll, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the amount to be specially assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2025, and shall bear interest at the rate of seven and one quarter (7.25%) percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2035
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he may, at any time thereafter, pay to the City Treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 of interest will be charged through December 31 of the next succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this Resolution Adopting Assessment to the County Auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Whereupon the foregoing resolution was duly seconded by Councilmember Bode, and the roll having been called the following vote was recorded:

Voting Yes: Rodewald, Bents, Kraus, Bode, Poehler

Voting No: NONE

Not Voting:

Whereupon the foregoing resolution was declared to have been adopted by the City Council this 7th day of November 2024.

Signed: Al Poehler, Mayor

ATTEST: Julie Holm, City Clerk

Resolution 24-122 Resolution Relating to Financing. Holm presented a resolution prepared by bond counsel she has been working with to move forward with bonding for the project.

Bode made a motion to approve Resolution 24-122 Resolution Relating to Financing Compliance. Kraus seconded the motion. Motion carried with all in favor.

RESOLUTION NO. 24-122

**CITY OF COURTLAND
COUNTY OF NICOLLET
STATE OF MINNESOTA**

RESOLUTION RELATING TO FINANCING OF CERTAIN PROPOSED PROJECTS TO BE UNDERTAKEN BY THE CITY;
ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED by the City Council of the City of Courtland,, Minnesota (the "City"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the “Regulations”) dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the City for project expenditures made by the City prior to the date of issuance.

(b) The Regulations generally require that the City make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.

(c) The City desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

2. Official Intent Declaration.

(a) The City proposes to undertake the following project or projects and to make original expenditures with respect thereto prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for such project or projects in the maximum principal amounts shown below:

<u>Project</u>	<u>Maximum Amount of Bonds Expected to be Issued for Project</u>
2024 Collin Dr. Street and Storm Sewer Improvements	\$400,000

(b) Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the City will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no City funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The City’s financial officer shall be responsible for making the “reimbursement allocations” described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the City to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the City maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Adopted this 7th day of November, 2024.

Signed: Al Poehler, Mayor

ATTEST: Julie Holm, City Clerk

Clerk Holm has received Election Results canvassing from Nicollet County and has prepared a resolution for council to record for City records.

Bode made a motion to approve Resolution 24-123 A Resolution Canvassing of Election Results. Rodewald seconded the motion. Motion carried with all in favor.

RESOLUTION 24-123

Canvassing of Election Results

WHEREAS the Regular City Election was held at the General Election on Tuesday, November 5, 2024, to vote on officers for one 2-year Mayor term and two 4 -year City Council at large positions, the official returns of the judges of election were presented:

WHEREAS said returns were duly examined, approved and placed on file in the Office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Courtland that it is hereby found, determined and declared that the General City Election held in and for the City of Courtland, on Tuesday, November 5, 2024 was in all respects duly held and the returns thereof have been duly canvassed, the votes cast at said election were:

MAYOR

Al Poehler	387
Write-In	35

COUNCIL Member at Large

Justin Kraus	319
Greg Juberien	156
Nathan Marti	247
Write-In	15

IT IS HEREBY FOUND AND DECLARED that the following candidates for office of Mayor and Council elected at the November 5, 2024 Regular City Election for the respective terms are as follows:

Mayor	2 year term	Al Poehler	
Council	4 year term	Justin Kraus	
		<u>Council 4 year term</u>	<u>Nathan Marti</u>

Passed and adopted by the City Council of the City of Courtland, Nicollet County, State of Minnesota this 7th day of November, 2024.

Signed: Al Poehler, Mayor

ATTEST: Julie Holm, City Clerk/Treasurer

Kuester Pit 2 Development: Mayor Poehler reports that the city has not received a certificate of completion regarding Kuester's development. There are still outstanding things on the punch list to be completed to specifications as part of the agreement. Additionally, the city is owed approximately \$9,000 in engineering fees from the developer. The city attorney has let Poehler know Mr. Kuester's attorney has reported they are no longer representing Kuester in this matter. There is now no chain to send and have documented record of communication. Poehler asks council opinion on completing punch list items and should city absorb costs to complete. Poehler and Ubel will check into the costs to complete.

Bents made a motion to adjourn. Kraus seconded the motion. Motion carried with all in favor.

Meeting adjourned 8:30pm

A signed written copy of the minutes is on file in the office of the city clerk.

Respectfully submitted,



Julie Holm, City Clerk