

## 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

February 3, 2022

Members Present in Person: Mayor Al Poehler  
Council Member Ralph Bents  
Council Member Pam Rodewald  
Council Member Kandyce Peton

Virtual Council Member Justin Kraus

Members Absent:

Others Present: Julie Holm Dave Ubel Frank & Mary Kilibarda Doug & Shelly Kilibarda Greg Juberien  
Dennis Ellingson Mark Fiemeyer Scott Stein

The regular city council meeting was called to order by Mayor Poehler at 7:00 pm on February 3, 2022 in the Council chambers in City Hall.

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

**Rodewald made a motion to approve January 6, 2022 regular Council minutes. Peton seconded the motion. Motion carried with all in favor.**

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

Check #	Vendor	DATE	\$AMT	Description
EFT	MICROSOFT	10-Jan-22	\$8.86	office 365 subscription
EFT	IRS	10-Jan-22	\$1,799.63	federal payroll taxes
EFT	MN DEPT OF REVENUE	10-Jan-22	\$239.00	mn payroll taxes
EFT	PERA	10-Jan-22	\$424.27	PERA contributions
EFT	IRS	21-Jan-22	\$726.59	federal payroll taxes
EFT	MN DEPT OF REVENUE	21-Jan-22	\$113.00	mn payroll taxes
EFT	PERA	21-Jan-22	\$414.72	PERA contributions
21662	CHUCK SPAETH FORD, INC.	06-Jan-22	\$1,251.03	plow truck repairs
21663	COMCAST, INC	06-Jan-22	\$89.76	comm center, fire hall internet
21664	GOPHER STATE ONE-CALL	06-Jan-22	\$2.70	2 tickets
21665	HAWKINS,INC	06-Jan-22	\$92.33	water plant supplies
21666	LUEPKE OIL & TRUCKING LLC	06-Jan-22	\$541.05	gas/fuel
21667	Nuvera	06-Jan-22	\$460.11	office,fax,fire hall,lifts,wells,wtr twr,wtr plnt intnet,wbste host
21668	RUNNINGS SUPPLY, INC.	06-Jan-22	\$8.99	ice melt
21669	Holm, Julie	13-Jan-22	\$891.82	Payroll 12/26/21-01/08/2022
21670	Mathiowetz, Randall	13-Jan-22	\$339.39	Payroll 12/26/21-01/08/2022
21671	Ubel, David	13-Jan-22	\$1,321.12	Payroll 12/26/21-01/08/2022
21672	AUTO-OWNERS INSURANCE	20-Jan-22	\$100.00	clerk bond
21673	CITY OF COURTLAND	20-Jan-22	\$297.24	fire hall,community center,main shed,city office utilities
21674	CITY OF NEW ULM	20-Jan-22	\$7,208.75	flow to new ulm
21675	CLANCY'S FIRE EXTINGUISHERS	20-Jan-22	\$105.00	service fire extinguishers fire hall
21676	COMCAST, INC	20-Jan-22	\$91.37	city office internet
21677	COURTLAND MART	20-Jan-22	\$331.14	gas
21678	DOMAIN REGISTRY	20-Jan-22	\$190.00	register website domain name-5years
21679	ECOWATER SYSTEMS OF NEW ULM	20-Jan-22	\$22.23	softner salt - firehall
21680	LMCIT	20-Jan-22	\$250.00	deductible on ins claim
21681	LOFFLER	20-Jan-22	\$49.10	mfp maintenance contract 1/24-2/23/22
21682	UNITED NATURAL GAS	20-Jan-22	\$1,263.66	main shed natural gas
21683	XCEL ENERGY	20-Jan-22	\$1,172.08	office,firehall,wtrtwr,park,lifts,wtrplt,mainshed,st lights

21684	ZIEGLER INC	20-Jan-22	\$24,286.81	SNOW WOLF - AUTO WING ANGLE PLOW FOR LOADER
21685	CITY OF COURTLAND	20-Jan-22	\$10,500.00	TRANSFER DONATIONS TO SAVINGS
21686	Holm, Julie	26-Jan-22	\$878.48	Payroll 01/09-01/22/2022
21687	Ubel, David	26-Jan-22	\$1,321.12	Payroll 01/09-01/22/2022
			\$56,791.35	

Scott Stein with Courtland Fireman Relief Association is present to request raise in firefighter benefit from \$1700 to \$1900. The fund balance is currently 126% vested with a surplus of \$103,113. The Relief board makes the decisions on how the funds are invested and have been successful in the fund doing very well. The benefit is for fireman that retire from service and is paid out based on years of service. Must have 10 or more years to receive and after 20 years receive 100% of benefit, they must also reach an age of 59 before benefit can be paid out. Guidelines allow for funds to be at a vested percentage of 95%. Council is agreeable to increasing the benefit at this time.

**Rodewald made a motion to approve Fireman Relief benefit raise of \$200 to \$1900. Peton seconded the motion. Motion carried with all in favor.**

Frank & Mary Kilibarda along with Doug Kilibarda are present to request waiving interest collection on deferred assessment of \$135,771.02 from road reconstruction on undeveloped parcel on Riverview Drive the Kilbarda's are in the process of selling. The discussion is the land is undeveloped which the deferment would have remain unpaid should the land not be sold. The Kilibarda's feel this is an undue burden on finances as the land is undeveloped thus they have not seen any benefits from the land as they would had the land been developed into parcels made for sale. Rodewald proposes other options to collect in the future. Bents speaks to the process of the bond the city incurred for the project and the costs were then split in thirds, the city and landowners on north and south side of road. The city portion does come from taxes thus everyone in paying and the rest is split per parcel with options to pay upfront with no interest or have on tax role and incurring interest each year. To ask to be treated different from other taxpayers seems unfair. Additional discussion on future fees attached to development of the land.

**Poehler made a motion to accept principal of deferred assessment of \$135,771.02 and waive the collection of interest. Rodewald seconded the motion. Motion carried with all in favor.**

Clerk is to write letter of council decision to Nicollet County and title company.

Dennis Ellingson is present to ask progress on ravine repair option between his property and David Wendler. Dave has asked engineers for options and one is to run tile which will cost approximately \$80,000-\$90,000. Another option is to put in riprap. Additional discussion of where funds would come from.

Public Utilities/Works: Dave has received confirmation from Nicollet County to put in sidewalk along County Road 24 and the park up to the curb if necessary. Dave is to confer with engineer for design and make sure is ada compliant.

Council: Rodewald updates on moving forward with a grant application for updates to Main Street Park. The original design is too big for the area but there is increase in equipment costs. A meeting has been scheduled and the end of February for interested residents to see what is being proposed. Rodewald has a resolution for council approval that will need to accompany the application.

Mayor: Poehler attended Courtland Relief Association meeting and Courtland Rural Fire Association annual meeting. There is only a small increase in budget for the year but the one item they need is a new pumper truck. The city has been contributing \$2,000 per year since 2012 toward this. The cost is approximately \$500,000 and when the truck actually is built, there may be a need for more funds from the city. The process will take about three years so there is time to plan. There has also been more discussion of a joint powers to more define contributions, but the city contribution would remain about the same.

Mayor also reports on interview with auditors on how the city protects against fraud. Poehler had an option for bank reconciliation is for a second member review and signature.

Street Committee: None

City Clerk: Clerk Holm reports progress of annual audit, auditors were onsite on day and between emails and uploads to their online systems used for items needed. Holm notes the opening on planning commission as Greg Peton term ended in December and will be putting notice in next water bill regarding the opening.

Planning Commission: Holm has provided minutes from the meeting.

Resolution 22-101 Resolution Approving Outdoor Recreation Grant Application Minnesota Department of Natural Resources is presented for approval

**Peton made a motion to approve Resolution 22-101 Resolution Approving Outdoor Recreation Grant Application Minnesota Department of Natural Resources. Bents seconded the motion. Motion carried with all in favor.**

**Resolution 22-101  
Resolution Approving Outdoor Recreation Grant Application  
Minnesota Department of Natural Resources**

BE IT RESOLVED that City of Courtland act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on 25/February/2022 and that Pam Rodewald, Councilmember is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of City of Courtland

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Outdoor Recreation Grant Program Manual and, upon discovery, certifies it will report to the State any actual, potential, or perceived individual or organizational conflicts of interest to the application or grant award.

BE IT FURTHER RESOLVED that City of Courtland has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that City of Courtland has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that City of Courtland has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, City of Courtland may enter into an agreement with the State for the above-referenced project, and that City of Courtland certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that COUNCILMEMBER RODWEALD is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council, of City of Courtland on 3<sup>rd</sup> Day of February, 2022.

SIGNED: Al Poehler, Mayor

WITNESSED: Julie Holm, City Clerk/Treasurer

Water/Sewer Budget: Bents provided proposed budget for 2022. Discussion of revenues and expenditures and any need for raise in fees at this time. No raise needed now.

**Bents made a motion to approve 2022 Water Sewer Budget. Rodewald seconded the motion. Motion carried with all in favor.**

**Rodewald made a motion to approve 2022 Fee Schedule. Peton seconded the motion. Motion carried with all in favor.**

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

Meeting adjourned 8:17p.m.

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

Respectfully submitted,

Signed: \_\_\_\_\_  
Al Poehler, Mayor

Attest: \_\_\_\_\_  
Julie Holm, City Clerk