

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

January 5, 2023

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

Members Absent:

Others Present: Julie Holm Dave Ubel Chris Dauer Derek Swanson-Cullen Mark Fiemeyer

The regular city council meeting was called to order by Council President Bents at 7:00 pm on January 5, 2022 in the Council chambers in City Hall.

Bents administers oath of office for incoming elected official Mayor Poehler.

Mayor Poehler administers oath of office for incoming elected officials; Councilmember Kraus, Councilmember Rodewald and Councilmember Bode.

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

Bents made a motion to approve December 1, 2022 regular Council minutes. Kraus seconded the motion. Motion carried with all in favor.

Rodewald made a motion to approve December 1, 2022 TNT special meeting minutes. Bents seconded the motion. Motion carried with all in favor.

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

CHECK#	VENDOR	DATE	\$AMT	DESCRIPTION
EFT	MICROSOFT	07-Dec-22	\$8.86	office 365 subscription
EFT	IRS	08-Dec-22	\$830.46	federal payroll taxes
EFT	MN DEPT OF REVENUE	08-Dec-22	\$148.00	mn payroll taxes
EFT	PERA	08-Dec-22	\$512.88	PERA contributions
EFT	IRS	28-Dec-22	\$869.83	federal payroll taxes
EFT	MN DEPT OF REVENUE	28-Dec-22	\$157.00	mn payroll taxes
EFT	PERA	28-Dec-22	\$534.61	PERA contributions
22048	DAVE UBEL	01-Dec-22	\$1,468.24	shelving for city shop
22049	POSTMASTER	01-Dec-22	\$264.00	postcard stamps
22050	BADGER METER	07-Dec-22	\$30.88	beacon web program support meter reading 386 units
22051	CHUCK SPAETH FORD, INC.	07-Dec-22	\$241.84	plow truck maintenance
22052	CITY OF NEW ULM.	07-Dec-22	\$1,961.50	permit fees july-oct 2022
22053	CLEARWAY COMMUNITY SOLAR LLC	07-Dec-22	\$2,111.85	solar subscription
22054	COMCAST, INC	07-Dec-22	\$93.37	community center, fire hall internet svc
22055	COURTLAND FIRE DEPT RELIEF	07-Dec-22	\$2,882.00	calls & practices 2022
22056	DAVE UBEL	07-Dec-22	\$46.75	shop maintenance supplies
22057	DIRT MERCHANT, INC	07-Dec-22	\$1,166.81	final pay request 2020 pond outfall improvements
22058	GOPHER STATE ONE-CALL	07-Dec-22	\$9.45	8 tickets
22059	HAWKINS, INC	07-Dec-22	\$1,330.73	water plant supplies (Azone 15)
22060	LOFFLER	07-Dec-22	\$54.91	mfp maintenance 11/24-12/23/22
22061	LUEPKE OIL & TRUCKING LLC	07-Dec-22	\$644.08	fuel plow truck, loader
22062	MN DEPARTMENT OF HEALTH	07-Dec-22	\$546.00	4th qtr 2022 water supply connection fee
22063	MN LIFE INS COMPANY	07-Dec-22	\$5.00	dave life insurance

22064	Nuvera	07-Dec-22	\$515.15	office,fax,fire hall,lifts,wells,wtr twr,wtr plnt intnet,wbste host
22065	RENT N SAVE PORTABLE SERVICES	07-Dec-22	\$460.00	porta potty rentals 8/1-8/31/22
22066	RITWAY BUSINESS FORMS	07-Dec-22	\$434.41	utility bill forms
22067	POSTMASTER	07-Dec-22	\$66.00	annual post office box rental
22068	BOLTON & MENK, INC	15-Dec-22	\$23,070.00	eng svcs oversight construction Kuester Pit 2 second addition
22069	CITY OF COURTLAND	15-Dec-22	\$295.38	fire hall,community center,main shed,city office utilities
22070	COMCAST, INC	15-Dec-22	\$91.37	internet svcs main st office
22071	COURTLAND MART	15-Dec-22	\$564.66	gas
22072	HAWKINS,INC	15-Dec-22	\$1,344.86	water plant chemicals
22073	LMCIT	15-Dec-22	\$1,014.00	wc ins balance after audit
22074	PRINTWEAR GRAPHICS	15-Dec-22	\$210.00	shirts, vests with logos for dave and jessie, office door decal
22075	PROKORE INSPECTIONS, LLC	15-Dec-22	\$1,558.45	permits nov 2022
22076	UNITED NATURAL GAS	15-Dec-22	\$1,138.02	main shed, firehall,wtr plant,cityoffice natural gas
22077	Holm, Julie	15-Dec-22	\$869.48	Payroll 11/27-12/10/22
22078	Ubel, David	15-Dec-22	\$1,866.12	Payroll 11/27-12/10/22
22079	Voges, Jessie	15-Dec-22	\$644.99	Payroll 11/27-12/10/22
22080	ZIEGLER INC	16-Dec-22	\$2,193.60	loader maintenance
22081	XCEL ENERGY	19-Dec-22	\$1,964.22	fire hall
22082	CITY OF NEW ULM	22-Dec-22	\$6,205.99	flow fees to new ulm
22083	Holm, Julie	29-Dec-22	\$869.48	Payroll 12/11-12/24/22
22084	Ubel, David	29-Dec-22	\$1,321.12	Payroll 12/11-12/24/22
22085	Voges, Jessie	29-Dec-22	\$803.77	Payroll 12/11-12/24/22
22086	Bents, Ralph	29-Dec-22	\$831.15	2nd Half 2022 Council Pay
22087	Bode, Paul	29-Dec-22	\$156.99	2nd Half 2022 Commission Pay
22088	Goblirsch, Natasha	29-Dec-22	\$138.52	2nd Half 2022 Commission Pay
22089	Holm, Julie	29-Dec-22	\$207.79	2nd Half 2022 Commission Pay
22090	Kraus, Justin	29-Dec-22	\$831.15	2nd Half 2022 Council Pay
22091	Mages, Ed	29-Dec-22	\$207.79	2nd Half 2022 Commission Pay
22092	Peton, Kandyce D	29-Dec-22	\$831.15	2nd Half 2022 Council Pay
22093	Poehler, Allan	29-Dec-22	\$1,309.07	2nd Half 2022 Council_Commission Pay
22094	Rodewald, Pamela	29-Dec-22	\$870.67	2nd Half 2022 Council Pay
22095	BLETHEN BERENS	29-Dec-22	\$2,590.00	emails, phone calls, drafts and final agreement regarding building inspector agmt
22096	MN RURAL WATER ASSOCIATION	29-Dec-22	\$400.00	2023 membership dues
22097	Davis, Dan	29-Dec-22	\$184.70	2022 Fire Salary-Secretary
22098	Portner, Tim	29-Dec-22	808.06	2022 Fire Salary-Asst Fire Chief
22099	Ubel, David	29-Dec-22	1757.17	2022 Fire Salary-Fire Chief
			\$74,544.33	

Public Utilities: Dave Ubel reports on snowplowing; since we have had large amounts of snow he will have to begin pushing back farther onto properties to make room should we get more significant snowfalls. Because of the large amounts of snow received, areas that do not have room to push he will have to hire trucks to haul to other city property. One area would be to west of park on Red Shoe Drive near the pond. There would be no salt in the snow and melt would not be a problem. Dave also brings concern of vehicle that does not move for plowing.

Dave reports when checking generator for main lift station it would not start, fuel was gummed up and may have been in it for 10 years. Replaced the fuel in all generators and has plan to replace fuel each year to prevent in the future. The generator at fire hall needed a battery. On Christmas Eve night the water tower ran over, the communication system did not report back to water plant it was full. Dave manually ran system until Monday and could call someone to check over.

Council Reports: Councilmember Rodewald comments on moving forward with grant money for lateral inspections needing to be used by June 30th of this year.

Mayor Report: Public Hearing at planning commission for Courtland Waste Handling Conditional Use Permit. Commission did not forward and will have more discussion at next meeting.

Clerk: Holm has included in packet list of 2023 meeting dates, office closed dates. Audit will begin Feb 13. Community Center Annual Report also included in the packet. 4M Fund Statement for Year End.

Mayor Poehler comments on Community Center Report. Kandyce Peton was on the board previously, is Paul Bode interested in taking over. Bode indicates he will take the position. Councilmember Rodewald additionally questions Courtland Rec Assn board member input. Council discusses having Julie take over books, paying bills for Community Center and be included in City Fund Accounting. Clerk to discuss with auditor.

Clerk Holm presents Interim Ordinance preventing THC distribution until research on ordinance adoption can be done. Mayor Poehler discussed with Sheriff Lange how to proceed. Nicollet County is working on ordinance to further define age restrictions. Council agrees in best interest of the City is to pass the Interim Ordinance Prohibiting Sales and Distribution until further research can be done.

Rodewald made a motion to approve Interim Ordinance 23-101 An Interim Ordinance Temporarily Prohibiting Sales and Distribution of Certain THC Products. Bents seconded the motion. Motion carried with all in favor.

Parking Ordinance Amendment. Clerk Holm presents an amendment to our parking ordinance to address towing vehicles. Holm requested information from attorney after previous emails regarding subject. Holm drafted amendment with information from the emails. Council discussion regarding ticketing and enforcement. Council in agreement additional discussion is needed, have planning commission look over and gather information from attorney.

Clerk Holm presents LJP Contract Extension for approval. The current contract ended December 31, 2022. The extension will be 2 years until December 31, 2024. Councilmember Rodewald comments on need to follow contract regarding cleanup day, trucks pick up at residences.

Rodewald made a motion to accept LJP contract extension until December 2024 with the condition of providing drive by cleanup day or revision to remove from contract. Kraus seconded the motion. Motion carried with all in favor.

2023 Appointments and Wages: Clerk presents appointments and proposed increase for employees. Council discussion for wage increases of city staff. Mayor Poehler has done some checking what other cities are paying and recommends 4 ½ to 5% increase.

Rodewald made a motion to approve a 5% wage increase for the City Clerk, Utility Technician, and Utility Superintendent/City Maintenance. Kraus seconded the motion. Motion carried with all in favor.

Mayor Poehler also request board approve Fire Department Chief, Assistant Chief, Fire Marshall and Department Secretary. This was practice in the past to make the motion apart from blanket approval of Appointments and Wages Schedule.

Bents made a motion to accept 2023 Fire Department positions as elected; Fire Chief Ubel, Assistant Chief Tim Portner, Fire Marshal Dave Ubel, Fire Department Secretary. Bode seconded the motion. Motion carried with all in favor.

2023 Fee Schedule tabled until next month to gather information on changes to permit fee schedule along with water/sewer fees.

Rodewald made a motion to adjourn. Bents 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,

Signed: _____
Al Poehler, Mayor

Attest: _____
Julie Holm, City Clerk