

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 1, 2024

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

Members Absent:

Others Present: Julie Holm Dave Ubel Mark Fiemeyer Joe Duncan Eric Hauser Karen Fluegge Bob Schabert
Jen & Jason Kuester

The regular city council meeting was called to order by Mayor Al Poehler at 7:00 pm on February 1, 2024 in the Council chambers in City Hall.

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

Rodewald made a motion to approve January 4, 2024 regular Council 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	08-Jan-24	\$8.86	office 365 subscription
EFT	IRS	11-Jan-24	\$857.76	federal payroll taxes
EFT	MN DEPT OF REVENUE	11-Jan-24	\$155.00	mn payroll taxes
EFT	PERA	11-Jan-24	\$538.57	PERA contributions
EFT	MN DEPT OF REVENUE	31-Jan-24	\$446.00	4th qtr 2023 sales tax due
EFT	IRS	25-Jan-24	\$972.61	federal payroll taxes
EFT	MN DEPT OF REVENUE	25-Jan-24	\$178.00	mn payroll taxes
EFT	PERA	25-Jan-24	\$594.72	PERA contributions
22571	AUTO-OWNERS INSURANCE	04-Jan-24	\$100.00	bond insurance for clerk
22572	CLEARWAY COMMUNITY SOLAR LLC	04-Jan-24	\$1,603.83	solar subscription
22573	MN LIFE INS COMPANY	04-Jan-24	\$5.00	dave life insurance
22574	XCEL ENERGY	04-Jan-24	\$83.28	street lights around new highway
22576	Holm, Julie	11-Jan-24	\$986.36	Payroll 12/24-1/6/24
22577	Ubel, David	11-Jan-24	\$1,524.48	Payroll 12/24-1/6/24
22578	Voges, Jessie	11-Jan-24	\$635.43	Payroll 12/24-1/6/24
22579	CITY OF COURTLAND	11-Jan-24	\$303.65	fire hall, comm center, main shed, city office utilities
22582	ECOWATER SYSTEMS OF NEW ULM	11-Jan-24	\$16.80	softner salt fire hall
22583	G & S MANUFACTURING	11-Jan-24	\$120.00	hydrant repair
22584	GSS	11-Jan-24	\$713.52	serivce generator at lift station
22585	LOFFLER	11-Jan-24	\$73.90	mfp maintenance
22586	LUEPKE OIL & TRUCKING LLC	11-Jan-24	\$182.01	gas, fuel
22587	Nuvera	11-Jan-24	\$548.07	office,fax,fire hall,lifts,wells,wtr twr,wtr plnt inetnet
22588	Holm, Julie	24-Jan-24	\$957.34	Payroll 1/7-1/20/24
22589	Ubel, David	24-Jan-24	\$1,430.66	Payroll 1/7-1/20/24
22591	Voges, Jessie	24-Jan-24	\$706.58	Payroll 1/7-1/20/24
22592	CITY OF NEW ULM	25-Jan-24	\$7,180.11	flow fee to new ulm
22593	COMCAST, INC	25-Jan-24	\$94.59	comm center fire hall internet
22594	COURTLAND MART	25-Jan-24	\$339.89	gas
22595	GOPHER STATE ONE-CALL	25-Jan-24	\$12.15	9 tickets
22596	RUNNINGS SUPPLY, INC.	25-Jan-24	\$39.98	work light, microfiber towels
22597	UNITED NATURAL GAS	25-Jan-24	\$1,244.83	main shed, firehall,wtr plant,cityoffice natural gas

22598	XCEL ENERGY	25-Jan-24	\$2,837.64	office,firehall,wrtwr,park,lifts,wtrplt,mainshed,st lights
22599	BADGER METER	01-Feb-24	\$57.54	beacon web program support meter reading 386 units
22600	BLETHEN BERENS	01-Feb-24	\$20.00	follow up email with mayor re B&M punchlist Kuester Pit 2 project
22601	BOLTON & MENK, INC	01-Feb-24	\$16,952.00	feasibiity study/report Collin Drive Street & Storm Water Improvements
22602	BROWN CO TREASURER	01-Feb-24	\$21.25	plate renewal city plow truck
22603	CLEARWAY COMMUNITY SOLAR LLC	01-Feb-24	\$1,345.05	solar subscription
22604	DAKOTA SUPPLY GROUP	01-Feb-24	\$49.93	SS T-PROBE
22605	FRONTLINE PLUS FIRE & RESCUE	01-Feb-24	\$800.00	siren service contract 2024 two sirens
22606	HAWKINS,INC	01-Feb-24	\$1,700.53	water plant chemical supplies(Azone15, HWTGBleach&Alkali)
22607	LOFFLER	01-Feb-24	\$68.60	mfp maintenance, color copies
22608	MN LIFE INS COMPANY	01-Feb-24	\$5.00	dave life insurance
22609	MR PAVING	01-Feb-24	\$11,224.13	raise structures,repair structures,repair gate valves and misc patching
22610	PROKORE INSPECTIONS, LLC	01-Feb-24	\$1,286.30	remit permit fees
22611	QUALITY FLOW SYSTEMS INC	01-Feb-24	\$600.00	service lift stations
22612	SCSU Welcome Center	01-Feb-24	\$375.00	2024 clerk's conference registration
22615	SUMMIT FIRE PROTECTION	01-Feb-24	\$194.00	annual fire extinguisher inspections-fire station
22616	COLUMN SOFTWARE PBC	01-Feb-24	\$220.79	publish ph notice Collin Dr Improvements
			\$60,411.74	

PMA Investments Fund:
EFT MN PFA 16-Feb-24 \$10,435.00 Interest payment PFA loan

Public Hearing was conducted prior to council meeting with discussion on costs and preliminary assessment roll provided. Council is in agreement the process should proceed with plans and specifications being prepared to keep the process going in order to call for bids next month.

Kraus made a motion to approve Resolution 24-108 Approve Authorize Plans and Specifications for Collin Drive Improvements. Rodewald seconded the motion. Motion carried with all in favor.

**COURTLAND CITY COUNCIL
RESOLUTION 24-108**

RESOLUTION ORDERING IMPROVEMENTS AND DIRECTING PREPARATION OF FINAL PLANS AND SPECIFICATIONS FOR THE 2024 COLLIN DRIVE IMPROVEMENT PROJECT

WHEREAS, after due Notice of Public Hearing for the construction of the 2024 Collin Drive Improvement Project for the City of Courtland, Minnesota, hearing on said improvements was duly held and the Council heard all persons desiring to be heard on the matter and fully considered the same; and

WHEREAS, at said hearing there was available a reasonable estimate of the amount to be assessed and a description of the methodology, in the form attached hereto as Exhibit A:

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Courtland, Nicollet County, Minnesota as follows:

1. Said improvements are necessary, cost-effective, and feasible as detailed in the feasibility report.
2. It is advisable, expedient and necessary that said improvements as described in the Notice of Hearing thereon be constructed, and the same are hereby ordered made.
3. The improvements described in said Notice of Hearing are hereby designated and shall be known as the 2024 Collin Drive Improvement Project.
4. The consulting engineer, Bolton & Menk, Inc. is hereby directed to prepare final plans and specifications for said improvements.
5. The City Council may let the contract for all or part of the work for said improvements or order all or part of the work done by day labor or otherwise as authorized by Minnesota Statutes, Section 429.041, Subdivision 2 within one year of the date of this resolution ordering said improvements.

The adoption of the foregoing resolution was duly moved by Councilmember Kraus and seconded by Councilmember Rodewald and after full discussion thereof and upon a vote being taken thereon, the following Councilmembers voted in favor thereof: Poehler, Bents, Rodewald, Bode, Kraus

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted. Dated this 1st day of February, 2024.

ATTEST:

Al Poehler
Mayor

Julie Holm
City Clerk

Public Utilities: Dave Ubel reports lift stations have been serviced and found two pumps will need to be pulled and have propeller replaced. The station at Stony Point stand pipe is rotted and is making a plan to replace.

Councilmember Rodewald will be serving on Region 9 board another year, they have not found anyone to replace her.

Clerk Holm presents information from Planning and Zoning Commission meeting. G & S Manufacturing has purchased property at 1001 Main Street from Deb Christensen and will be using as offices for their business. Ordinance change in 2020 requires all businesses regardless of zoning to obtain a Conditional Use Permit and the process has been started to hold public hearing.

Clerk Holm reports office will be closed February 19, 2024 in observance of Presidents Day, Holm may also take a day of vacation the Friday before February 16th and the office would be closed that day also.

Holm reports election judges have been trained in preparation of Presidential Primary March 5, 2024.

Jason Kuester is present to respond to letter sent by city attorney. The letter included punch list prepared late October but only reached him this past month. Mayor Poehler had forwarded the information to attorney in November and found out last month it had been routed to attorney's spam folder. Kuester reports several items have been completed but there are some items that will need to be completed in spring as the weather had turned too cold; verify pond depth, seeding.

Courtland Fire Department is holding a fundraiser on April 6, 2024 and request a one day temporary On Sale liquor license.

Bode made a motion to approve Courtland Fire Department Temporary On Sale Liquor License for April 6, 2024 Fundraiser. Rodewald seconded the motion. Motion carried with all in favor.

Courtland Recreation Association will hold raffle at March 9, 2024 Fish Fry and needs approval by council.

Bode made a motion to approve Resolution 24-106 Approve Courtland Rec Fish Fry Raffle. Bents seconded the motion. Motion carried with all in favor.

RESOLUTION 24-106
RESOLUTION FOR RAFFLE FOR FISH FRY

The City of Courtland on the first day of February, 2024 approves the request from the Courtland Recreation Association to allow a drawing for a raffle held on March 10, 2024 following the annual Fish Fry on March 9, 2024 to be held in the Courtland Community Center.

Adopted by the City Council for the City of Courtland unanimously on the 1st day of February 2024.

Signed: Al Poehler, Mayor Attest: Julie Holm, City Clerk

Courtland Recreation Association is fundraising for ballpark improvements and would like to hold raffle and need council approval.

Bode made a motion to approve Resolution 24-107 Approve Courtland Rec Ballpark Improvements Fundraiser Raffle. Kraus seconded the motion. Motion carried with all in favor.

RESOLUTION 24-107
RESOLUTION APPROVING RAFFLE DRAWING

The City of Courtland on the first day of February, 2024 approves the request from the Courtland Recreation Association to allow a drawing for a raffle to be held on June 30, 2024 at the Courtland Ball Park.

Adopted by the City Council for the City of Courtland unanimously on the 1st day of February 2024.

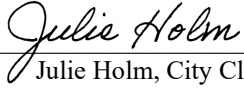
Signed: Al Poehler, Mayor Attest: Julie Holm, City Clerk

Rodewald made a motion to adjourn. Bode seconded the motion. Motion carried with all in favor.

Meeting adjourned 8:26pm

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

Respectfully submitted,



Julie Holm, City Clerk

Al Poehler, Mayor