

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

April 6, 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 Mark Fiemeyer Melanie Bushard Carson Bushard

The regular city council meeting was called to order by Mayor Al Poehler at 7:00 pm on April 6, 2023 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.

Dave reports on work done on lower part of Collin Drive for stormwater drainage erosion issue related to the work being done late in the fall for sewer and water lines connections. There was a manhole covered up and not complete which should have been included in the project and was included in bill for the work done now, Dave will contact to discuss being billed for work that should have been completed during previous work. Stormwater is coming from sheds on upper part of hill, Dave received a bid for installing pipe and catch basin to alleviate all stormwater being directed to the area. Bid was \$10,435 for 95 linear feet of pipe and catch basin. This is a bit high according to Joe Duncan at Bolton & Menk. Discussion on options with lesser cost until Collin Drive is completed per development agreement and paved.

Dave reports on sewer lateral televising project. Bolten & Menk procured bids for the project and submitted report and recommendation. The lowest bid was received from Underground Technologies from Elysian and did include additional item that may not be necessary; Visual Sump Pump and Basement Inspection. Council discussion of removing these inspection and type of report will be provided. Dave will get clarification on what report will include such as audio along with the televising and using lateral launch process.

Rodewald made a motion to accept Underground Tech bid less Visual Sump Pump and Basement Inspections along with clarification of lateral launch and report to be received. Bents seconded the motion. Motion carried with all in favor.

Kraus made a motion to approve March 2, 2023 regular Council minutes. Rodewald 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	IRS	02-Mar-23	\$857.82	federal payroll taxes
EFT	MN DEPT OF REVENUE	02-Mar-23	\$155.00	mn payroll taxes
EFT	PERA	02-Mar-23	\$538.21	PERA contributions
EFT	MICROSOFT	16-Mar-23	\$8.86	office 365 subscription
EFT	IRS	03-Apr-23	\$979.63	federal payroll taxes
EFT	MN DEPT OF REVENUE	03-Apr-23	\$178.00	mn payroll taxes
EFT	PERA	03-Apr-23	\$602.90	PERA contributions
EFT	IRS	03-Apr-23	\$852.94	federal payroll taxes
EFT	MN DEPT OF REVENUE	03-Apr-23	\$154.00	mn payroll taxes
EFT	PERA	03-Apr-23	\$535.64	PERA contributions
22172	BADGER METER	01-Mar-23	\$30.88	beacon web program support meter reading 386 units
22173	CLEARWAY COMMUNITY SOLAR LLC	01-Mar-23	\$804.63	fire hall
22174	CLIFTONLARSONALLEN	01-Mar-23	\$5,250.00	audit services
22175	COMCAST, INC	01-Mar-23	\$93.37	comm center, fire hall internet svc
22176	FRONTLINE PLUS FIRE & RESCUE	01-Mar-23	\$600.00	annual siren contract service agreement 2023 2 sirens

22177	LEAGUE OF MINNESOTA CITIES	01-Mar-23	\$635.63	regional safety meetings
22178	LOFFLER	01-Mar-23	\$67.07	mfp maintenance 2/24-3/23/23
22179	LUEPKE OIL & TRUCKING LLC	01-Mar-23	\$652.23	fuel
22180	MINNESOTA DEPARTMENT OF HEALTH	01-Mar-23	\$546.00	1st qtr 2023 service connection fee
22181	ZIEGLER INC	01-Mar-23	\$466.41	loader snowwolf blade parts
22182	ALLINA HEALTH	01-Mar-23	\$157.50	new firefighter physical - krohn
22183	GOPHER STATE ONE-CALL	01-Mar-23	\$2.70	2 tickets
22184	Holm, Julie	09-Mar-23	\$946.77	Payroll 2/19-3/4/23
22185	Ubel, David	09-Mar-23	\$1,391.08	Payroll 2/19-3/4/23
22186	Voges, Jessie	09-Mar-23	\$860.58	Payroll 2/19-3/4/23
22187	ALLINA HEALTH	16-Mar-23	\$93.60	new firefighter respirator exam
22188	BOLTON & MENK, INC	16-Mar-23	\$1,190.00	sewer televising spec prep for bid
22189	CITY OF COURTLAND	16-Mar-23	\$288.73	fire hall, community center, main shed, city office utilities
22190	CITY OF NEW ULM	16-Mar-23	\$6,196.81	flow to new ulm
22191	COMCAST, INC	16-Mar-23	\$91.37	main st office internet
22192	COURTLAND FIRE DEPT RELIEF	16-Mar-23	\$1,900.00	firefighter sbr reimb
22193	COURTLAND MART	16-Mar-23	\$698.87	gas
22194	CRYSTEEL TRUCK EQUIPMENT	16-Mar-23	\$1,211.69	plow truck plow repair
22195	JOHN STADICK	16-Mar-23	\$20.99	garbage bags for fire hall
22196	LMCIT	16-Mar-23	\$20,766.00	municipality insurance
22197	Nuvera	16-Mar-23	\$518.90	office,firehall,lifts,wells,wtr twr, wtr plnt internet
22198	RUNNINGS SUPPLY, INC.	16-Mar-23	\$81.55	shop wall mounts
22199	UNITED NATURAL GAS	16-Mar-23	\$2,500.28	main shed, fire hall, water plant, city office natural gas
22200	XCEL ENERGY	22-Mar-23	\$3,282.52	office,firehall,wtrtwr,park,lifts,wtrplnt,mainshed,st lights
22201	Holm, Julie	22-Mar-23	\$918.65	Payroll 3/5-3/18/23
22202	Ubel, David	22-Mar-23	\$1,628.08	Payroll 3/5-3/18/23
22203	Voges, Jessie	22-Mar-23	\$553.37	Payroll 3/5-3/18/23
22204	BADGER METER	06-Apr-23	\$30.88	beacon web program support, meter reading 386 units
22205	BLETHEN BERENS	06-Apr-23	\$330.00	emails with Julie regarding ordinances and possible changes
22206	CLEARWAY COMMUNITY SOLAR LLC	06-Apr-23	\$813.63	solar subscription
22207	COMCAST, INC	06-Apr-23	\$93.37	comm center, fire hall internet
22208	ECOWATER SYSTEMS OF NEW ULM	06-Apr-23	\$26.74	softner salt for fire hall
22209	GOPHER STATE ONE-CALL	06-Apr-23	\$16.20	12 tickets
22210	HAWKINS,INC	06-Apr-23	\$1,019.83	water plant chemicals
22211	LOFFLER	06-Apr-23	\$68.90	mpf maintenance 3/24-4/23/23, color copies
22212	LUEPKE OIL & TRUCKING LLC	06-Apr-23	\$110.19	fuel
22213	Nuvera	06-Apr-23	\$512.96	office,firehall,lifts,wells,wtr twr,wtr plnt internet
22214	RITWAY BUSINESS FORMS	06-Apr-23	\$236.41	checks
22215	POSTMASTER	06-Apr-23	\$68.00	fire department post office box
22216	UNITED NATURAL GAS	06-Apr-23	\$1,587.36	main shed, fire hall, water plant, city office natural gas
			\$64,223.73	

Melanie Bushard is present to request her family be allowed to have four dogs for next year to year and a half. City ordinance limits households to three unless a veterinarian. They have had two small dogs for some time and were going to add two more that are emotional support animals for two children in the house. Ms. Bushard has provided clerk with letters of recommendations from the doctor stating that having these dogs is of great benefit to the children. Council has no objections to allowing the extra dog at this time for the benefit of the children.

Council Reports: NONE

Mayor Report: Met with Dave and Pam regarding Collin Drive. Spoke with Jen Kuester regarding oversight engineering bills for Kuester Pit 2 Second Addition project. The city is billed for the oversight while the project is being completed and is to be billed to the developer as per agreement. There were two bills received in November and December which have been paid by the city and Clerk Holm invoiced Kuester's for these and has not received payment to date. Holm has included finance charges after not being paid after 30 days.

Clerk Holm has provided 2023 Fee Schedule for review. One change will be to Water/Sewer connection fee from \$600 to \$625. The fee includes one meter and the cost of meters has increased. Other discussion is building permit fee schedule. The city will need to have a schedule since changing from using City of New Ulm inspection to PROKORE Inspections. Holm has provided previous calculations used with City of New Ulm and with discussion will continue to use this going forward along with along

with recommendations from Randy King from PROKORE on flat fee permits for mechanical permits, windows, doors and reroofing, garden sheds and fencing. Holm has updated this area of the schedule as well.

Rodewald made a motion to approve 2023 Fee Schedule with changes as discussed. Bents seconded the motion. Motion carried with all in favor.

Council discuss prepared 2023 Water/Sewer Budget. While 2022 had increased expenses, these were for an additional project related to Highway 14 By-Pass project. Discussion on revenues, Holm mentions reduction of special assessments to zero as the collection of these are complete, there will be interest revenue more than past years with the change to using 4M Fund for investing. Discussion on expenses including part time employee salary expense. Increase to expenses are done with review of past years and not including major project that was exception. No increase to fees needed at this time.

Bode made a motion to approve 2023 Water/Sewer Budget with discussed changes. Rodewald seconded the motion. Motion carried with all in favor.

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

Meeting adjourned 8:13 pm

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