

## 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

August 4, 2022

Members Present: Mayor Al Poehler  
Council Member Ralph Bents  
Council Member Pam Rodewald  
Council Member Justin Kraus  
Council Member Kandyce Peton

Members Absent:

Others Present: Julie Holm Dave Ubel Greg Juberien Mark Fiemeyer

The regular city council meeting was called to order by Mayor Poehler at 7:00 pm on August 4, 2022 in the Council chambers in City Hall.

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

**Peton made a motion to approve July 7, 2022 regular Council minutes. Kraus 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
6510e	MICROSOFT	08-Jul-22	\$8.86	office 365 subscription
6515e	IRS	13-Jul-22	\$1,683.89	federal payroll taxes
6516e	MN DEPT OF REVENUE	13-Jul-22	\$155.00	mn payroll taxes
6517e	PERA	13-Jul-22	\$521.13	PERA contributions
6525e	MN DEPT OF REVENUE	20-Jul-22	\$504.00	2022 2nd qtr sales tax
6530e	IRS	20-Jul-22	\$1,551.28	federal payroll taxes
6531e	MN DEPT OF REVENUE	20-Jul-22	\$281.00	mn payroll taxes
6532e	PERA	20-Jul-22	\$550.93	PERA contributions
21868	BLETHEN BERENS	11-Jul-22	\$2,450.00	draft new sign ord, rev kuester dvlp agrmnt, mtg with Al & Pam
21869	BOLTON & MENK, INC	11-Jul-22	\$5,828.50	eng svcs: drawing review; MnDOT coordination
21870	CITY OF COURTLAND	11-Jul-22	\$286.44	fire hall,community center,main shed,city office utilities
21871	CLEARWAY COMMUNITY SOLAR	11-Jul-22	\$1,577.27	solar subscription
21872	COMCAST, INC	11-Jul-22	\$81.37	COMM CENTER, FIRE HALL INTERNET
21873	COURTLAND COMMUNITY CENTER	11-Jul-22	\$3,000.00	ANNUAL CONTRIBUTION
21874	COURTLAND MART	11-Jul-22	\$1,231.49	Gas,paper towels,ice-milk-oj for reg safety meeting
21875	ECOWATER SYSTEMS OF NEW ULM	11-Jul-22	\$14.33	fire hall softner salt
21876	GOPHER STATE ONE-CALL	11-Jul-22	\$33.75	25 tickets
21877	H & M DRILLING INC	11-Jul-22	\$725.00	directional drill for power from city bldg to garage
21878	HAWKINS,INC	11-Jul-22	\$2,154.64	water plant chemicals
21879	LOFFLER	11-Jul-22	\$67.90	mfp maintenance contract 6/24-7/23/22, color copies
21880	LUEPKE OIL & TRUCKING LLC	11-Jul-22	\$102.37	gas
21881	NICOLLET FIRE DEPARTMENT	11-Jul-22	\$480.00	radio simulcast paging system maintenance 6/1/22-6/1/23
21882	Nuvera	11-Jul-22	\$514.59	office,fax,fire hall,lifts,wells,wtr twr,wtr plnt intnet,wbste host
21883	RIVER VALLEY LAWN CARE	11-Jul-22	\$1,098.17	weed & feed application parks,wtr plant,wtr twr,lift stations,fire station
21884	RUNNINGS SUPPLY, INC.	11-Jul-22	\$519.75	wtr plant supplies, gas trimmer, cordless task light, jobsite radio
21885	SCHAEFER WELL CO	11-Jul-22	\$75.97	hydrant valve
21886	SIMPLY CLEAN WINDOW WASHING	11-Jul-22	\$36.75	clean outside window city office after intersection construction
21887	UNITED NATURAL GAS	11-Jul-22	\$82.19	main shed natural gas
21888	Holm, Julie	11-Jul-22	\$961.48	Payroll 6/26-7/9/22
21889	Ubel, David	11-Jul-22	\$2,504.69	Payroll 6/26-7/9/22
21890	Voges, Jessie	11-Jul-22	\$665.13	Payroll 6/26-7/9/22
21891	ALLAN FIEMEYER	21-Jul-22	\$15.00	sharpen chainsaw chains
21892	BOLTON & MENK, INC	21-Jul-22	\$12,534.00	eng svcs const obsv & staking, and MNDot coordination 5/28-6/24/22

21893	CITY OF NEW ULM	21-Jul-22	\$8,327.23	flow fees
21894	COMCAST, INC	21-Jul-22	\$91.37	main street office internet
21895	RENT N SAVE PORTABLE SERVICES	21-Jul-22	\$268.34	porta potty rental for parks
21896	MN LIFE INS COMPANY	21-Jul-22	\$5.00	dave life ins
21897	CLEARWAY COMMUNITY SOLAR	25-Jul-22	\$2,057.14	solar subscription
21898	COMCAST, INC	25-Jul-22	\$81.37	COMMUNITY CENTER, FIRE HALL INTERNET
21899	LOFFLER	25-Jul-22	\$53.10	mfp maintenance contract 7/24-8/23/22, color copies
21900	Holm, Julie	25-Jul-22	\$909.53	Payroll 7/10-7/23/22
21901	Ubel, David	25-Jul-22	\$1,321.12	Payroll 7/10-7/23/22
21902	Voges, Jessie	25-Jul-22	\$639.46	Payroll 7/10-7/23/22
21903	NICOLLET COUNTY	25-Jul-22	\$1,298.68	RETURN OVERPAYMENT FOR PID 14.892.0120
			\$57,349.21	

Greg Juberien is present representing Courtland Lions doing a membership drive. The membership has gone down this past year with members leaving, current number of member is 18. Discussion of ways to help reach newer community members.

Public Utilities: Dave reports completed flushing of all hydrants. This has not been done in all the years he has worked for the City. Dave also reports he has Bolton & Menk at the water plant to reconfigure some things to lessen the amount of backwash that needs to be done.

The sidewalk to the park is moving along. The property owner just south of the Main Street Park is in favor and working to complete any paperwork needed. Projected timeline for completion has not been established.

Dave and Justin are working together to draft a letter to Nicollet County regarding stop signs for main street intersection and County Road 12 utility easement issue discussed previously. Discussion of who to include sending a copy of the letter. Dave will forward to Seth Greenwood and John Luepke. Rodewald also makes suggestion put timeline for response.

Council Reports: Councilmember Rodewald is seeking someone to take her place on Region Nine.

Street Committee: Dave would like to do fog sealing on the streets. The cost is additional \$7000 more than chip sealing process usually used. Advantage is can get additional 2 years before needing to complete work again. A disadvantage could be wearing blades on snow plow faster. Council is in agreement.

Dave had clerk Holm send weed letters to several residents. Discussion of other areas including along County Road 24.

City Clerk: Clerk Holm reports upcoming primary August 9<sup>th</sup>. Clerk will be out of office Friday August 12<sup>th</sup> and in the office August 16<sup>th</sup> in the afternoon as it is last day of filing and required to be open. The office will be closed Monday September 5 for Labor Day. Holm has received a call from auditor Chris Knopik at CliftonLarsonAllen, 2021 was final year contracted for audit. Discussion of requesting proposal of bid. Holm will send.

Clerk presents Resolution 22-108 Appointing Election Judges For The 2022 State Primary And General Elections. **Rodewald made a motion to approve Resolution 22-108 Appointing Election Judges For The 2022 State Primary And General Elections. Peton seconded the motion. Motion carried with all in favor.**

Clerk presents Resolution 22-109 Resolution Authorizing Membership In The 4M Fund. At last month meeting council agreed to pursue other investing options, this resolution is required to pursue using the 4M Fund for these investments. **Bents made a motion to approve Resolution 22-109 Resolution Authorizing Membership In The 4M Fund. Rodewald seconded the motion. Motion carried with all in favor.**

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

Meeting adjourned 7:31pm

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

**Resolution 22-109**  
**Resolution Authorizing Membership in the 4M Fund**

WHEREAS, Minnesota Statutes (the Joint Powers Act) provides that governmental units may jointly exercise any power common to the contracting parties; and

WHEREAS, the Minnesota Municipal Money Market Fund (the 4M Fund) was formed in 1987, pursuant to the Joint Powers Act and in accordance with Minnesota Investment Statutes, by the adoption of a joint powers agreement in the form of a Declaration of Trust; and

WHEREAS, the Declaration of Trust, which has been presented to this Council, authorizes municipalities of the State of Minnesota to become Participants of the Fund and make use from time to time including the 4M Liquid Asset Fund, the 4M Plus Fund, the Term Series, the 4M Limited Term Duration Fund, the Fixed Rate Programs, and other Fund services offered by the Fund; and

WHEREAS, this Council deems it to be in the best interest for the municipality to make use of, from time to time, the approved services provided by the 4M Fund's service providers including the Investment Advisor (PMA Asset Management, LLC), the Administrator (PMA Financial Network, LLC) the Distributor (PMA Securities, LLC) or the Fixed Rate Program Providers, PMA Financial Network, LLC and PMA Securities, LLC and the Custodian, U.S. Bank National Association, ("Service Providers") and/or their successors.

WHEREAS, this Council deems it advisable for this municipality to enter into the Declaration of Trust and become a Participant of the Fund for the purpose of joint investment with other municipalities so as to enhance the investment earnings accruing to each; now, therefore BE IT RESOLVED AS FOLLOWS:

**Section 1.** This municipality shall become a Participant of the Fund and adopt and enter into the Declaration of Trust, a copy of which shall be filed in the minutes of this meeting. The appropriate officials are hereby authorized to execute those documents necessary to effectuate entry into the Declaration of Trust and the participation of all Fund programs.

**Section 2.** This municipality is authorized to invest monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Declaration of Trust. The following officers of the municipality or their successors are designated as "Authorized Officials" with authority to effectuate investments and withdrawals in accordance with the Declaration of Trust:

Al Poehler	_____	Mayor	<u>Al Poehler</u>	_____
Print Name		Title		Signature
Ralph Bents	_____	President	<u>Ralph Bents</u>	_____
Print Name		Title		Signature
Julie Holm	_____	City Clerk/Treasurer	<u>Julie Holm</u>	_____
Print Name		Title		Signature

(Additional names may be added on a separate list. The treasurer shall advise the Fund of any changes in Authorized Officials in accordance with Fund procedures.)

**Section 3.** The Trustees of the Fund are designated as having official custody of those monies invested in accordance with the Declaration of Trust.

**Section 4.** That the municipality may open depository and other accounts, enter into wire transfer agreements, safekeeping agreements, third party surety agreements securing deposits, collateral agreements, letters of credit, lockbox agreements, or other applicable or related documents with institutions participating in Fund programs including U.S. Bank National Association, or its successor, or programs of PMA Financial Network, LLC or PMA Securities, LLC for the purpose of transaction clearing and safekeeping, or the purchase of certificates of deposit ("CDs") or other deposit products and that these institutions shall be deemed eligible depositories for the municipality. PMA Financial Network, LLC and PMA Securities, LLC and their successors are authorized to act on behalf of this municipality as its agent with respect to such accounts and agreements. Monies of this entity may be deposited in such depositories, from time to time in the discretion of the Authorized Officials, pursuant to the Fund's Programs available through its Services Providers.

It is hereby certified that the Council of the City of Courtland adopted this Resolution at a duly convened meeting of the Council held on the 4<sup>th</sup> day of August, 2022, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Julie Holm  
Julie Holm, City Clerk/Treasurer

Dated: 8-4-2022

