

MINUTES
BUHL CITY COUNCIL MEETING
BUHL CITY HALL
2/20/2024

Tuesday, February 20, 2024

6:30 P.M.

1. CALL TO ORDER by Mayor Carter at 6:30 p.m.

2. ROLL CALL:

Councilors: X Hadrava X Kealy X Loeffler X Towner
Mayor: X Carter

Administrator: X Jeffries
Public Works Foreman: Pink
Attorney: X Kearney
Engineer: Jamnick

3. PLEDGE OF ALLEGIANCE:

4. APPROVAL OF AGENDA/COUNCIL ADDITIONS TO AGENDA

None.

Motion by Kealy to approve the agenda as presented.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

Motion carried unanimously.

5. REPORTS FROM DEPARTMENT HEADS:

None.

6. CITIZENS FORUM:

Two (2) individuals signed in for the public forum, Michael Jugovich and Jennifer Reyes - these were addressed under Item 8.A. of this agenda.

7. CONSENT AGENDA

A. Minutes:

- i. Regular City Council Meeting – February 6, 2024

B. Claims:

i. Payroll #3 \$ 14,815.29

ii. A/P \$ 133,394.42

TOTAL \$ 148,209.71

Motion by Towner to approve the consent agenda as presented.

Supported by Kealy.

Discussion. Approve/Reject/Table.

Motion carried unanimously.

8. BUSINESS:

A. Presentation by Buhl Youth Center Project Team.

As a portion of its 2023-2025 Department of Public Transformation (DoPT) Activate! Local! initiative, and as an Activate Rural Cohort project partner, efforts have been underway to establish a Youth/Teen Center in the city.

Staff has been engaged with several parties, including the project team, as well as St. Louis County and B2 Bank regarding furthering this initiative.

Staff has met with officials from B2 Bank (the former First National Bank of Buhl) and discussed considering and evaluating the former bank building on the northwest corner of State Street and Jones Avenue as a possible location for this facility.

The project team had an opportunity to tour this property facility in February 2024.

St. Louis County has awarded the City of Buhl an ARPA (American Rescue Plan Act) grant of \$20,000 to assist in the development of this initiative.

Project team members were in attendance and provided an update of their work at this city council meeting.

Informational only.

Team member (St. Louis County Commissioner) Michael Jugovich addressed the City Council and voiced overwhelming support for the project.

Mr. Jugovich mentioned that the team will be touring the Chisholm Youth Center in the near future – this facility was established in 2007-08 and has worked out very well for the community.

He noted that this might be one of the safest places youth can congregate and get together.

He suggested that the city approach the IRRR and attempt to leverage additional funding to support this project.

He also indicated that St. Louis County is behind this project 110%.

Councilor Loeffler thanked Mr. Jugovich and St. Louis County for their support and assistance in the efforts to move this project along -

Team member Jennifer Reyes addressed the City Council and noted that there is a core group of individuals who are very passionate about this project and supportive of this endeavor.

She noted that the tour of the B2 Bank facility suggests that that facility is an ideal and lovely space to locate this youth center; and that the team is busy coming up with plans for all the wonderful activities and other things for youth in the community, and urged the support of the City Council for moving this further forward.

Mayor Carter thanked all who are involved for their efforts, and commented that providing a safe environment for even just one youth is a positive community endeavor.

Administrator Jeffries provided an update on the efforts and status with B2 Bank toward providing this facility so that the youth center may become a reality.

Team member Chris Erickson indicated the B2 Bank facility looks pretty promising.

The City will continue to push forward with B2 Bank to further this initiative.

Councilor Kealy inquired whether any programming will be directed to adults, or will it be only a youth center; Councilor Loeffler responded that

there appears to be sufficient room in the B2 Bank building to host and/or house other community-related activities to participants of all ages.

B. Resolution 24-17 Authorizing the City to Receive Funds from Northeast Service Cooperative for a Wellness Grant in the Amount of \$560.00.

The City is a member of the Northeast Service Cooperative Health School Insurance Pool (NESC).

NESC extends grant monies annually to its members, encouraging them to engage in health promotion activities.

In 2024 the granted amount is \$560.00.

Recommendation is to adopt City of Buhl Resolution 24-17.

Motion by Loeffler to adopt City of Buhl Resolution 24-17 and to expend said proceeds in conformance with NESC suggested activities.

Supported by Kealy.

Discussion. Approve/Reject/Table.

Administrator Jeffries noted that last year (2023) this grant amount was \$300.00, and highlighted a number of health-related activities and healthy lifestyle choices.

City administration intends to send out to City staff and employees suggestions of health-related activities.

**Roll call vote: Hadrava – Aye, Kealy – Aye, Loeffler – Aye, Towner – Aye;
Carter – Aye.**

Motion carried unanimously.

C. Consider Adjusting Rates at Stubler Beach Campground Beginning With the 2024 Camping Season.

The City owns and operates the Stubler Beach Campground located on the west side of Grant Location Road between the months of May – September of each year.

The campground is a rustic campground with eight (8) sites, and no current provisions for water, electricity, restrooms, or waste disposal (gray water disposal).

2023 facility camping rates were set at \$12/night – staff suggests adjusting these rates for the upcoming camping season and beyond.

In 2023 there was a total of 1,024 camping nights available, and the facility received 255 reservations (25% of facility capacity). Of these, 235 reservations were realized and paid (92.2% of original reservations, amounting to 23% of total camping nights).

2023 operations showed an increase in use of the facility; this trend is anticipated to continue in 2024 and beyond.

There is no question that the demand for the facility is greater from Thursday – Sunday than on Monday – Wednesday.

Adjusting the rates is prudent to continue to operate the facility in a revenue-positive manner.

Recommendation is to adjust the daily rate to at least \$15/day at the campground beginning with the 2024 camping season.

Motion by Towner to adjust the daily rate at Stubler Beach Campground to \$15.00 per night, beginning with the 2024 camping/operating season.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

It was noted that the City should make efforts to anchor down portable restroom facilities to reduce or prevent vandalism.

Discussion of elevated and enhanced campground monitoring to also discourage vandalism ensued.

Administrator Jeffries noted that staff will be looking into and in the short-term meeting with representatives of an on-line campground reservation system to assist with managing the Stubler Beach Campground.

If this type of system is implemented, which would almost certainly result in a per-reservation processing fee, the daily rate(s) will be revisited and re-addressed to determine that the rates will continue to allow the campground to operate in a revenue-positive manner.

It was noted that the per-reservation processing fee would likely be in the neighborhood of \$3.00.

He also noted that surplus revenues from reservations would be put back into the maintenance and upkeep of the facility.

Motion carried unanimously.

D. Consider Appointing Various Individuals as 2024 Election Judges.

The City continues to assemble a panel of community members to serve as election judges for the 2024 election cycle.

To date, several individuals have indicated a willingness to serve; more are anticipated in the future.

The individuals identified at present include:

Kathleen Anderson;
Anthony Jeffries;
Dean Johnson;
Cheryl Kivi;
Sharon Marks;
Donna Pospeck; and
Dianna Thronson.

Recommendation is to approve and appoint the above individuals as election judges for the 2024 election cycle, and to appoint an individual as head election judge.

Motion by Towner to appoint Kathleen Anderson, Anthony Jeffries, Dean Johnson, Cheryl Kivi, Sharon Marks, Donna Pospeck, and Dianna Thronson as Election Judges for the City of Buhl for the 2024 election cycle, and to appoint Dean Johnson as Head Election Judge.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

A big THANK YOU! was extended to all individuals who have stepped forward to serve in this important capacity.

Motion carried unanimously.

E. Consider Naming Certain Individual(s) as 2024 Absentee Ballot Board Member(s).

The City established its Ballot Board for the 2024 election cycle on February 6, 2024.

Mn Statutes § 203B.121, Subd. 2. establishes duties of the ballot board, which includes administration of absentee ballots received prior to the election date.

All individuals appointed as Election Judges are eligible to serve on the Ballot Board.

Election Judges appointed to date include:

Kathleen Anderson;
Anthony Jeffries;
Dean Johnson;
Cheryl Kivi;
Sharon Marks;
Donna Pospeck; and
Dianna Thronson.

Recommendation is to name all current Election Judges as members of the (Absentee) Ballot Board for the 2024 election cycle.

Motion by Towner to name all current Election Judges as members of the Ballot Board for the City of Buhl for the 2024 election cycle.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

Councilor Kealy inquired about the appropriateness of having City personnel on the Ballot Board.

It was noted that although city personnel who are serving as election judges appear to be eligible to serve on the Ballot Board, it may be better civic policy to exclude these city personnel from this association.

The Administrator suggested that this motion be amended to exclude City personnel from this group.

Restated Motion by Towner to name all current Election Judges, with the exception of Anthony Jeffries and Dianna Thronson, as members of the Ballot Board for the City of Buhl for the 2024 election cycle.

Re-Supported by Loeffler.

Motion carried unanimously.

- F. League of Minnesota Cities; 2023 City Day on the Hill (former Legislative Conference) – Authorization for Administrator to attend March 7, 2024.

The League of Minnesota Cities (LMC) is hosting its 2024 City Day on the Hill (formerly the Legislative Conference) in St. Paul on March 7, 2024 in St. Paul.

This event provides opportunity to learn about important legislative issues currently impacting cities, hear from state policymakers about legislative

proposals and their impact on cities, meet and connect with state legislators and LMC Intergovernmental Relations staff, and increase the visibility of Minnesota cities as key partners in policymaking.

It is appropriate for the City to consider being represented by its leadership at this session, in order to further its understanding of and position(s) on current legislative and policymaking issues.

Recommendation is to authorize the Administrator to attend.

Motion by Kealy to authorize the Administrator to attend the League of Minnesota Cities “City Day on the Hill”, to be held on March 7, 2024, on the City’s behalf.

Supported by Hadrava.

Discussion. Approve/Reject/Table.

Mayor Carter inquired as to what the process would be should city council members be interested in attending; the Administrator responded that the motion could be amended and restated to authorize a set number of individuals to attend with no specified names if desired.

The Administrator indicated that he may not be available that day, however if this is the case that the information to be covered is already being assembled by city staff.

Motion carried unanimously.

G. Other Business.

None.

H. Councilor’s Comments.

Councilor Kealy –

Noted that a refrigeration unit at the curling club which was thought to potentially need to be replaced, at a substantial cost, was able to be repaired and placed back in service quite quickly and at very low cost -

Noted that there is a bonspiel this weekend – February 24 – as an EMT/Firefighter fundraiser, and urged all to attend –

There will be raffles and other donation opportunities galore -

Councilor Loeffler –

Noted that there will be a (free) community event on Saturday, March 2 – Watercolor Painting – from 12 -4 p.m. - at the Senior Center – further information available at buhlteencenter.com.

I. Mayor's Comments.

Thanked all who have stepped forward to participate in and assist with the election process – IT'S GREAT TO SEE THE COMMUNITY INVOLVEMENT!

Encouraged all to get out and enjoy the weather right now – it is very nice at the moment! Get some fresh air! Enjoy nature!

BE CAREFUL OF THE ICE! IT IS DANGEROUS!

9. ADJOURN:

Motion by Towner to adjourn.

Supported by Kealy.

Motion carried Unanimously and the meeting was adjourned at 7:23 p.m.



Brandin Carter, Mayor

ATTEST:



Tony Jeffries, City Clerk