

MINUTES
BUHL CITY COUNCIL BUDGET WORKING SESSION
BUHL CITY HALL
11/20/2024

Wednesday, November 20, 2024

6:30 P.M.

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

2. ROLL CALL:

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

Administrator: X Jeffries
Finance Manager: X Thronson

3. APPROVAL OF AGENDA/COUNCIL ADDITIONS TO AGENDA

None.

4. BUSINESS:

Mayor-Elect Jim Matthews presented certain information related to funding allocated to the City of Buhl for water infrastructure initiatives –

Mr. Matthews distributed two (2) relevant pieces of information for information and consideration by the City Council:

1) Information related to 2023 State of Minnesota Bonding Bill allocation –

The City of Buhl received an allocation of \$2,000,000 through the 2023 bonding bill –

Mr. Matthews indicated that:

- This can be used only for the terminology that the grant was appropriated for (i.e. the language of the bill -), and
- The appropriated language was included for reference and does not specify refurbishment in the cited language –

The Administrator commented and indicated that the citation of language included in the distributed material appears to be the original (incorrect) language which was subsequently corrected by the MN Legislature in 2024, authorizing activities which may or may not include refurbishment –

The Administrator will reach out to Peter Bradshaw of the Minnesota Public Facilities Authority (MPFA) to discuss -

2) Information related to (Federal) Congressionally Directed Spending appropriation allocated in (March-April) 2024 -

Noted that an application is needed and is not complete as of yet –

That Buhl will need to provide matching funds of approximately \$1,018,000 (if the entire amount of \$3,048,000 is utilized) –

Noted that these funds are restricted to water, waste disposal, and wastewater facility grants -

The Administrator clarified the amount allocated (\$3,048,000 through the Consolidated Appropriations Act, 2024), and

Clarified how the requested initially requested amount of \$3,047,500 was arrived at, and noted that the City match will be 25% of however much federally-allocated monies are utilized (up to a maximum of \$1,016,000 if the entire \$3,048,000 is utilized -).

A. Discuss, Evaluate, and Review 2025 Proposed Budget.

Finance Manager Thronson and Administrator Jeffries re-presented the preliminary 2025 budget, which was adopted on September 26, 2024, and adjusted on October 17, 2024, and October 30, 2024, as a basis for discussions with the City Council.

At the time the preliminary budget was adopted, the proposed (property tax) Levy for 2025 was established and certified at \$466,000. After discussions and adjustments, the proposed levy as of October 30, 2024 was adjusted to \$425,000.

After further discussion and evaluation for all Departments, the only further change or adjustment/alteration in the preliminary adjusted 2025 budget totaled an increase of \$ 3,500.00 (for Fire Department capital needs), and that the proposed Levy (as certified for 2025) of \$466,000 is subsequently adjusted to \$428,500.

No additional adjustments or alterations are proposed by staff.

In summary, for the 2025 budget, expenditures are up \$33,676 (from 2024), revenue is up \$21,956, and subsequently the levy would increase by \$12,000 from 2024 levels.

**2025 City of Buhl
11/20/24 Preliminary Working Budget**

<u>Department</u>	<u>10/30/24</u> <u>Amount (\$)</u>	<u>Change (\$)</u>	<u>11/20/24</u> <u>Amount (\$)</u>
<u>General Fund 101</u>			
City Council	22,670	0	22,670
Mayor	7,265	0	7,265
Administration	195,535	0	195,535
Elections	300	0	300
Finance	18,850	0	18,850
Legal	8,250	0	8,250
Personnel	1,200	0	1,200
Planning & Zoning	5,000	0	5,000
City Hall	121,155	0	121,155
Law Enforcement	93,125	0	93,125
Fire Department	31,450	0	31,450
Fire Station	14,926	0	14,926
Building Inspector	6,500	0	6,500
Street Department	329,634	0	329,634
Snow & Ice	41,448	0	41,448
Public Works Buildings	10,334	0	10,334
Recreation	24,606	0	24,606
Campground	1,995	0	1,995
Senior Center	11,310	0	11,310
Community Center	17,645	0	17,645
Lake Leander	980	0	980
Cemetery	3,514	0	3,514
Community Development	56,205	0	56,205
Unallocated Expenses	19,417	0	19,417
Retiree Insurance Reserve	6,000	0	6,000
<u>Library Fund 211</u>			
Library	59,487	0	59,487
Library Building	12,490	0	12,490
<u>Debt Fund</u>			
TIF – Artesian	0	0	0
Fund 309 GO Bonds	54,986	0	54,986
<u>Designated Capital</u>			
City Hall	0	0	0

Fire	0	3,500	3,500
Street	15,000	0	15,000
Mining Effects Projects	834	0	834
Capital – unallocated	6,000	0	6,000
Infrastructure	20,000	0	20,000

Miscellaneous discussion regarding looking at hours the Library may be staffed in the future -

The Preliminary Revenue Budget was then discussed – as follows:

**2025 City of Buhl
11/20/24 Preliminary Revenue Budget**

GENERAL FUND

Local Government Aid	\$ 419,938
Taconite Municipal Aid	93,100
State Fire Aid	3,000
Cemetery Income	3,500
CBLE TV Franchise Fee	6,800
Interest Earned	1,100
Insurance Dividends	3,500
Miscellaneous	9,215
Retiree Insurance Savings Account	11,968

SUBTOTAL **\$ 552,121**

MISCELLANEOUS REVENUES

Mining Effects	37,100
Whiteside/Woodbridge Assessments	18,720
Intergovernmental Transfer (Electric)	28,000
DoPT Grant Carryover from, 2024	8,884
SLC Grant Carryover from 2024	5,566
IRRR Grant Carryover from 2023	100,000
Blandin Grant Carryover from 2024	20,000
CEDA/Compeer Grant Carryover from 2024	20,000
Unreserved Assets	3,000

SUBTOTAL: **\$ 241,270**

TOTAL REVENUE 2025: **\$ 793,391**

The total preliminary revenue budget (\$793,391) less the preliminary expenditure budget (\$1,221,611) results in a preliminary required tax levy of \$428,220.

The Debt (payable) Budget was then discussed –

Debt payable in 2025 will be related to the 2021 Series A General Obligation (GO) bond, and is set at \$54,986. This is covered by Mining Effects and Special Assessments.

Enterprise Funds budget amounts were then briefly discussed; these amounts do not impact nor are reflected in the proposed Levy amount –

Potential adjustments to the Enterprise Funds budget may be forthcoming upon receiving the Utility Rate Study report, which is presently in progress -

Continued changes in the State of Minnesota’s ESST (Earned Sick and Safe Time) regulations were briefly discussed; it is anticipated that all sick time will be ultimately treated as ESST, however this guidance is not yet finalized – this will likely make an impact on labor discussions presently being addressed by the City.

A brief discussion of the state of State of Minnesota cannabis regulations ensued; the Administrator will prepare a draft ordinance for the consideration of the City Council in the near future -

Miscellaneous considerations of licensing of cannabis business operations were discussed.

The next Budget Working Session is preliminarily scheduled for Wednesday, December 12, 2024, at 6:30 p.m. in the City Council Chambers in City Hall – at this time it appears that an additional Budget Working session is not needed.

ADDITIONAL ITEMS:

The Administrator indicated that there are two (2) property access-related matters that need to be addressed;

- 1) Lands occupied by Gabriel LaBarge at 99 Culver Avenue – and the need to clean up the property boundaries at this location; and
- 2) Lands owned by Gabriel LaBarge (and others) at 99 (and 101) Jones Avenue, which needs to have a property easement for ingress/egress to the rear portion of these parcels granted by the City to Mr. LaBarge and/or others.

- These will be taken up at the next regular City Council meeting of December 3, 2024, or at the proposed November 25, 2024 Special City Council Meeting.

5. ADJOURN:

Motion by Kealy to adjourn;

Supported by Towner.

There being no further discussion amongst the City Council, the working session was adjourned at 7:33 p.m.

Brandin Carter, Mayor

ATTEST:



Tony Jeffries, City Clerk