

MINUTES
BUHL CITY COUNCIL MEETING
BUHL CITY HALL
08/1/2023

Tuesday, August 1, 2023

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: ___ Kearney

Engineer: ___ Jamnick

3. APPROVAL OF AGENDA/COUNCIL ADDITIONS TO AGENDA

None.

Motion by Towner to approve the agenda as presented and amended.

Supported by Kealy.

Discussion. Approve/Reject/Table.

Motion carried unanimously.

4. REPORTS FROM DEPARTMENT HEADS:

Administrator Jeffries:

Deferred any comments to regular agenda items

Noted to all that the City has been recently notified that it has been named a finalist for potential Federal funding considerations for further infrastructure improvements; more will be known in the next several months.

5. CITIZENS FORUM:

None.

6. CONSENT AGENDA

A. Minutes:

- i. Regular City Council Meeting – July 11, 2023

B. Claims:

i. Payroll # 7	\$ 2,350.00
Payroll #14	\$ 16,315.89
Payroll #15	\$ 17,210.03
ii. A/P	\$ 137,415.18
A/P Additions	\$ 0.00
TOTAL	<u>\$ 173,291.10</u>

Motion by Towner to approve the consent agenda.

Supported by Hadrava.

Discussion. Approve/Reject/Table.

Motion carried unanimously.

7. BUSINESS:

- A. Resolution 23-51 Authorizing the City of Buhl to Make Application to and Accept Funds Through the State of Minnesota Department of Iron Range Resources & Rehabilitation Development Infrastructure Program.

The City has previously applied for a development infrastructure grant from the State of Minnesota Department of Iron Range Resources & Rehabilitation (IRRR) for the final phases of construction work on the Damian 2nd Addition.

Although this application was accepted by the IRRR, available funding for fiscal year 2023 was no longer available, and thus funding was not allocated for this initiative.

The IRRR fiscal year 2024 program initiatives are now underway, and the City has been invited to apply anew for this potential project funding.

The Administrator has fulfilled all arrangements with the IRRR with regard to moving this initiative forward.

Recommendation is to authorize the Administrator to make application to the IRRR for this potential funding allocation.

Motion by Kealy to approve City of Buhl Resolution 23-51, authorizing the Administrator to make application for a State of Minnesota Department of Iron Range Resources and Rehabilitation (IRRR) Development Infrastructure Program Grant for the revised Damian 2nd Addition infrastructure and development construction, and to accept said funds from the IRRR if awarded.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

If awarded, no further alteration in project schedule is anticipated at this time.

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

Motion carried unanimously.

- B. Authorization for Administrator to Attend League Of Minnesota Cities (LMC) Clerk's Academy 9/7/23 – 9/8/23.

The League of Minnesota Cities (LMC) is hosting its 2023 Clerks Academy on September 7-8, 2023 in St. Paul.

City clerks play an integral role in municipalities, bridging city hall with the council, community, and fellow city staff.

This blended-learning program will combine on-demand, online coursework with in-person sessions to explore current legal requirements, issues, and challenges that helps city clerks navigate their complex role.

To help all city clerks, the League of Minnesota Cities has developed ten core competencies that can help them succeed in their role. Competencies fall under three categories: values, knowledge, and skills — and will be stressed at this event.

It is important and valuable for the City to be have its leadership at this session, in order to cement and elevate the competencies desired to continue to allow this position to function at a high level.

Recommendation is to authorize the Administrator to attend.

Motion by Hadrava to authorize the Administrator to attend the League of Minnesota Cities Clerks Academy on the City's behalf.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

General discussion as to the intangible value of professional networking.

Motion carried unanimously.

C. Zgonc Company (The Hydeaway) Street Closing Request August 26, 2023.

The Hydeaway has scheduled their 2023 summer Karaoke Contest on Saturday, August 26, 2023. The event will be held on State Street on the 200 block of State Street which fronts The Hydeaway.

Nora Zgonc of the Hydeaway has requested to have a portion of that block of State Street, from Jones Avenue to 213 State Street, closed from 7:00 p.m. to midnight.

It is in the best interests of the City to demonstrate goodwill and partnership with its residents and business community and to support economic development events in the city.

Recommendation is that the City grant the request of Nora Zgonc and The Hydeaway.

Motion by Towner that the City grant the request of Nora Zgonc and The Hydeaway to close that portion of State Street from Jones Avenue to 213 State Street from 7:00 p.m. to midnight on August 26, 2023, and to assist with traffic control by allowing the use of barricades.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

General discussion regarding approaching the issue of glass in the streets.

Motion carried unanimously.

D. Zgonc Company (The Hydeaway) Street Closing Request September 2, 2023.

The Hydeaway has scheduled the Towner/Juganaru wedding reception on Saturday, September 2, 2023. The event will be held on State Street on the 200 block of State Street which fronts The Hydeaway.

Nora Zgonc of the Hydeaway has requested to have a portion of that block of State Street, from Jones Avenue to 213 State Street, closed from noon to midnight.

It is in the best interests of the City to demonstrate goodwill and partnership with its residents and business community and to support economic development events in the city.

Recommendation is that the City grant the request of Nora Zgonc and The Hydeaway.

Motion by Hadrava that the City grant the request of Nora Zgonc and The Hydeaway to close that portion of State Street from Jones Avenue to 213 State Street from noon to midnight on September 2, 2023, and to assist with traffic control by

Supported by Loeffler.

Discussion. Approve/Reject/Table.

Motion carried unanimously; Towner abstaining.

E. Approve Salvation Army HeatShare Program Agreement.

HeatShare is a voluntary non-governmental program of the Salvation Army which has been in existence since 1982.

The program provides emergency financial assistance on a year-round basis with heating and utility bills to those in need, and is used for natural gas, oil, propane, wood, and electricity. It helps warm the lives of the elderly, disabled, and others who have nowhere else to turn, and is a one-time last resort for those who may have no other resources available to see them through a tough period.

The program is especially valuable in that it may be available after state programs have closed or are otherwise unavailable.

The Salvation Army HeatShare Program seeks partnership participation from utility companies and providers in the form of notifying customers of the existence and availability of the program, as well as by encouraging and soliciting voluntary (financial) contributions from customers and employees to the program.

The City has participated previously, and will participate by placing information regarding this program in utility billings to its customers, placing this information on the City website, and by transferring any contributions received to the Program.

Recommendation is for the City to enter into an agreement to promote and support the Salvation Army HeatShare Program.

Motion by Kealy to authorize the City to enter into an Agreement with The Salvation Army HeatShare Program for the period of October 1, 2023 until September 30, 2024, and to direct the Mayor to execute this Agreement on behalf of the City of Buhl.

Supported by Loeffler.

Discussion. Approve/Reject/Table.

Conversation regarding where voluntarily given monetary gifts are expended in (that is, “where does the money go?”)

Motion carried unanimously.

F. Consider Filling Vacancy on the Buhl Economic Development Authority

The unfortunate passing of Mr. Frank Fabish, a dedicated member of the City of Buhl Economic Development Authority, has created a vacancy on that Authority, which the City has expressed a desire to fill.

The term of this vacancy on the Authority expires December 31, 2025.

Notice of this vacancy was posted, and the public was notified and requested that anyone interested in serving the remainder of this term should contact City Hall before July 28, 2023, for potential consideration.

An expression of interest to serve in this capacity was received from one (1) individual, Susan Trunk.

Recommendation is for the City to appoint Susan Trunk to this position.

Motion by Kealy to appoint Susan Trunk to serve on the Buhl Economic Development Authority, with a term that expires December 31, 2025.

Supported by Towner.

Discussion. Approve/Reject/Table.

City Council is excited.

Motion carried unanimously.

G. Consider Filling Vacancy on the Long-Range Planning and Zoning Commission.

The passing of Mr. Frank Fabish, a dedicated member of the City of Buhl Long-Range Planning and Zoning Commission, has created a vacancy on that Commission, which the City has expressed a desire to fill.

The term of this vacancy on this Commission expires December 31, 2025.

Notice of this vacancy was posted, and the public was notified and requested that anyone interested in serving the remainder of this term should contact City Hall before July 28, 2023, for potential consideration.

An expression of interest to serve in this capacity was received from one (1) individual, Lyle Pederson.

Recommendation is for the City to appoint Lyle Pederson to this position.

Motion by Loeffler to appoint Lyle Pederson to serve on the Buhl Long-Range Planning and Zoning Commission, with a term that expires December 31, 2025.

Supported by Towner.

Discussion. Approve/Reject/Table.

City Council is excited.

Motion carried unanimously.

H. Consider Resolution of Support for National Fentanyl Prevention and Awareness Day.

Project Opioid USA is partnering with Facing Fentanyl to observe and recognize August 21, 2023 as National Fentanyl Prevention and Awareness Day.

Their advocacy programs seek to further the messages of the dangers of Fentanyl.

“ National Fentanyl Prevention and Awareness Day™ is established in remembrance of those lost to illicit fentanyl poisoning and to acknowledge the devastation this drug has brought to hundreds of thousands of affected family members and friends. This is a day of a coordinated response from fentanyl awareness organizations and affected families sharing their lived experiences as

part of a whole group warning and informing our youth, the public, and the unsuspecting. The national day is observed on August 21st.”

It is in the best interests of the City and the community to support these advocacy programs and to provide the important public service messages regarding the dangers inherent in society created by the widespread and largely unregulated prevalence and use of this dangerous narcotic.

Information has been included on these awareness and education initiatives.

Recommendation is to adopt a Mayors’ Proclamation recognizing and supporting August 21st as National Fentanyl Prevention and Awareness Day.

Motion by Loeffler to adopt a Mayors’ Proclamation recognizing and supporting August 21st as National Fentanyl Prevention and Awareness Day.

Supported by Kealy.

Discussion. Approve/Reject/Table.

Proposed Mayors’ Proclamation read.

Motion carried unanimously.

I. Update on Filling Vacancy on City of Buhl Recreation Commission.

The recent resignation of City Councilor Randy Towner as a member of the City of Buhl Recreation Commission has created an available seat on that Commission, which the City has expressed a desire to fill.

The remaining term of this unfilled position on the Commission expires December 31, 2023.

The public has been notified of this vacancy, and it has been requested that anyone interested in serving the remainder of this term submit an expression of interest to City Hall for potential consideration.

The timeline for submitting this expression of interest has been revised to **August 11, 2023**, and it is anticipated that the City Council will act to fill this vacant position at the scheduled August 15, 2023 regular meeting.

Informational only.

J. Update on Potential Funding from St. Louis County to Establish a Teen Center in the City of Buhl.

The City previously directed the Administrator to prepare and submit a grant application to St. Louis County on behalf of the City for an American Rescue Plan Act St. Louis County Grant Application for funding related to establishing of a youth or teen center in the city of Buhl, and to accept said funds should this application result in funds being allocated for this purpose.

This grant application has been prepared and submitted to St. Louis County.

Councilor Renee Loeffler was instrumental in participating in this initiative.

A location still needs to be selected if this initiative moves forward; several sites remain under consideration at this time.

Staff will be meeting with officials from B2 Bank (the former First National Bank of Buhl) in the near future to discuss considering and evaluating the former bank building on the northwest corner of State Street and Jones Avenue as a possibility for this facility.

Staff is also continuing to look into potential funding sources that may be available from the State of Minnesota Department of Iron Range Resources and Rehabilitation (IRRR) or similar programs.

Informational only.

K. Update on Request to St. Louis County Regarding Establishing a County State-Aid Highway on the East Side of the City.

The City has initiated preliminary pre-design efforts and activities regarding the creation of a residential development in an area immediately north and east of the existing Martin Hughes School.

Staff, and the City Council, believe that it is in the best interests of the City to, in part, provide access to this development by a new north-south roadway on the east side of the city.

Locating a roadway in this area would have additional benefits above and beyond other providing access to a potential new residential development.

The City had previously authorized the Administrator to continue to pursue the establishing of a County State-Aid Highway on the east side of the City with the St. Louis County Highway Department.

Staff has now met with St. Louis County Highway Department officials and personnel to begin conversations regarding this possibility; these conversations were warmly received and additional meetings and initiatives are planned and scheduled in the next several weeks to continue to pursue this initiative.

The City Engineer is aware of and has been involved with these efforts; preliminary design plans of the potential residential development, which will allow for design considerations of a new roadway corridor, are anticipated to be received by the end of August.

Administrator briefed city council on known improvements slated for U.S. Highway 169 and potential traffic analyses studies in the next few years.

Informational only.

L. Councilor's Comments.

Councilor Hadrava –

Excited that the St. Louis County Fair in Chisholm starts tomorrow and encourages everyone to go and enjoy it!

Councilor Loeffler –

Noted that August 19 will be Teen Day in the lower level of the Library from 10:30 a.m. – 2:30 p.m. – this event is open to the entire communities!

Councilor Towner –

Noted that we are not done with summer yet, and highlighted the following activities and events:

August 14 – Recreation Board meeting

August 22 – Buhl Beach Blast from 3:00 – 5:00 p.m.

August 25 – Movie night at the Beach @ 8:30 p.m. – “Jaws”

Noted that (many) more community events are planned around the fall months and Halloween; stay tuned for further details!

M. Mayor's Comments.

Offered thanks to Susan (Trunk) and Lyle (Pederson) for their willingness to serve on city commissions; complimented all Buhlies for stepping up and helping the city when needed – “This town’s amazing!”

Offered congratulations to (the state of) Minnesota with regard to the legalized regulation of adult cannabis and the ending of its prohibition -

8. ADJOURN:

Motion by Kealy to adjourn. Supported by Hadrava. Motion carried unanimously and the meeting was adjourned at 7:28 p.m.

Brandin Carter, Mayor

ATTEST:

Tony Jeffries, City Clerk