

**MINUTES**  
**BUHL CITY COUNCIL MEETING**  
**BUHL CITY HALL**  
**12/16/2025**

Tuesday, December 16, 2025

6:30 P.M.

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

**2. ROLL CALL:**

Councilors: X Kealy X Loeffler X Teska-Erickson X Towner  
Mayor: X Matthews

Administrator: X Jeffries  
Clerk/Treasurer: X Jaeger  
Public Works Foreman:   Pink  
Attorney: X Kearney  
Engineer: X Jamnick  
Fire Chief:   Lehman  
Police Chief: X Vukad & Captain Joel Urdahl  
Finance Manager: X Thronson

**3. APPROVAL OF AGENDA/COUNCIL ADDITIONS TO AGENDA:**

Move Item 7.L. – Consider Daniel Jorgenson Letter for Consideration of Extension to Stubler Pit Development Construction Period Timelines – to Agenda Item 5. Citizens Forum.

**Motion by Loeffler to approve the agenda as amended.**

**Supported by Teska-Erickson.**

Discussion. Approve/Reject/Table.

**Motion carried unanimously.**

**4. REPORTS FROM DEPARTMENT HEADS:**

**Police Chief James Vukad:**

Introduced new Captain Joel Urdahl – Officer Urdahl had previously been with the department and has now returned in the role and position of Captain and investigator –

Provided current information regarding 2025 call volumes –

598 calls year-to-date from Buhl activities; this is up approximately 20 calls from 2024 -

7,084 total calls for the department year-to-date (up over 1,000 calls from last year) –

Noted that a recent annual tobacco compliance check conducted at the Buhl Short Stop went well –

Noted that this will be the 2<sup>nd</sup> year of the public safety agreement between the Chisholm Police Department and the City of Buhl -

Commented that calls to the department (and citations issues) this year have been similar in character and content as calls from prior years –

City Attorney Kearney offered a positive statement regarding working with the Chisholm Police Department on behalf of Buhl -

**Administrator Tony Jeffries:**

Noted several items, including:

1. Introduced incoming City Clerk/Treasurer Rebecca Jaeger;
2. Offered thanks to everyone who participated in the Holiday Party and the seasonal Holiday Lighting tour, and indicated that this civic participation was most appreciated;
3. Noted that a grant allocation has been awarded for the Buhl Community Center/Curling Club re-lamping project from the State of Minnesota Department of Iron Range Resources and Rehabilitation Business Energy Retrofit program, which is administered by the Arrowhead Economic Opportunity Agency (AEOA).

This grant will cover 1/3 of the project expenditures;

Indicated that there perhaps may be additional funding available for this project in the future; and

4. Noted that this, being the last City Council meeting before the holidays, offered holiday greetings, Merry Christmas, Happy New

Year, and well wishes to all on behalf of the City Council and all at the City of Buhl.

## 5. CITIZENS FORUM:

Daniel Jorgenson – 101 Stubler Drive, Buhl, MN

Correspondence was received from Mr. Jorgenson regarding a request for consideration to extend the time allowed to construct a single-family dwelling on this property due to extenuating personal circumstances –

This communication was accompanied by a New Construction Build pre-approval letter from CrossCountry Mortgage, LLC, a preliminary Site Plan, and preliminary Building Elevations and Floor and Roof Plans -

Administrator Jeffries read this communication and request to the City Council and into the record, and it was placed on file for further consideration –

Actions related to these Stubler Pit and Damian II Additions property construction requirements, and requests to extend these timelines, will be taken up early in 2026.

## 6. CONSENT AGENDA:

### A. Minutes:

Regular City Council Meeting – December 2, 2025

City Council Special Meeting – December 11, 2025

City Council Budget Working Session – December 11, 2025

### B. Claims:

i.	Payroll #25	\$ 15,009.22
	Payroll #25.01 (Phones)	\$ 2,304.00

ii.	A/P	<u>\$ 79,157.27</u>
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TOTAL	\$ 96,470.49
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**Motion by Towner to approve the Consent Agenda minutes and claims as presented.**

**Supported by Teska-Erickson.**

Discussion. Approve/Reject/Table.

**Motion carried unanimously.**

## **7. BUSINESS:**

- A. Update on Amended Preliminary Engineering Report (PER) from JPJ Engineering to United States Department of Agriculture – Rural Development (USDA-RD).

The City has been planning and developing the water tower construction project for most of the 2025 year.

This project has several phases identified with it, including:

1. New Elevated Pedestal Water Tower;
2. Misc. Water Tower Site Improvements;
3. Water and Sanitary Sewer Improvements (Water Main Loop).

There are additional project elements that could be included if adequate funding is identified, including:

1. Memorial Drive Reconstruction;
2. Grant Location Culvert Replacement; and
3. South Jefferson Street Lift Station Replacement.

Results of bids received for the water tower construction has created the need to re-allocate appropriated funding to meet the costs of the project scope.

Specifically, funding appropriated from federal Congressionally Directed Spending (CDS), which is administered by the United States Department of Agriculture – Rural Development (USDA-RD) now needs to be allocated, in part, to cover the projected costs of the water tower construction, as Mn state funds appropriated for this activity are not adequate.

To accomplish this, the Preliminary Engineering Report (PER) required by USDA-RD needs to be revised to reflect the re-allocation of appropriated funding.

The City Engineer has modified and revised the PER and provided the specifics of these modifications and revisions to the City Council for consideration.

City Engineer Jamnick indicated that the PER was originally submitted in June 2025 and has needed to be modified or amended several times as the project(s) scope and funding allocation has been adjusted –

Noted that it is important to finalize this PER, as this will primarily give regulatory and environmental approvals (including SHPO (State Historic Preservation Office) review) on these projects –

Discussions on how to organize the available funding are also recommended -

Noted that the Memorial Drive reconstruction portion of the project may need to be re-visited and removed from the project activities scope at this time – and that the focus should be on water- and sewer- related initiatives and activities –

Confirmed that the water tower construction portion of this project will have to be re-bid to comply with (USDA) federal bidding requirements -

**Informational only.**

B. Consider Approval of Processing and Issuance of Liquor Licenses for 2026.

Three (3) locations in the city conduct business activities which require a liquor license to be issued by the State of Minnesota and the City of Buhl –

Billy's Pit Stop Pub 'N Grub;  
Buhl Curling Club; and  
The Hydeaway.

These licenses have a one-year term and are issued annually.

The City has received relicensing information from all of the locations noted above.

All required information regarding renewal of license has been received from all entities.

Currently, there have been no issues identified with provisions of these licenses that would impair or prevent the issuance of licenses for any of these locations for the 2026 calendar year.

**Recommendation is to approve processing and issuance of these licenses for the 2026 calendar year.**

**Motion by Towner to approve renewal and issuance of Liquor, Wine, Club or 3.2% Licenses for Billy's Pit Stop Pub 'N Grub, Buhl Curling Club, and The Hydeaway for a successive annual term.**

The City presented its preliminary 2026 budget and associated preliminary 2026 property tax levy to the City Council for consideration on September 16, 2025.

Several conversations and meetings were initiated and ensued to review and discuss individual line items included in this preliminary budget and proposed levy, to identify areas of potential budgetary expense reduction or revenue increase.

Discussions primarily focused on the General Fund 101 budget, and other line items directly under City control.

These conversations and meetings, coupled with the Truth-In-Taxation public hearing, held on December 2, 2025, have led to the finalization of the 2026 budget.

This budget has been finalized at \$1,394,857, allocated as follows:

General Fund 101	\$ 1,107,800
Library	\$ 146,977
Debt	\$ 55,256
Designated	\$ 84,824

A resolution is required for the adopting of this 2026 budget; Resolution 25-47 was drafted for this purpose. Details of the departmental budgets follow below.

The amended preliminary budget presented to the City Council on November 13, 2025 was:

Total Revenues –	\$ 946,939
Total Expenses –	\$ 1,413,195
Amended Preliminary Projected Shortfall -	\$ 466,256
Amended Preliminary 2026 Levy -	\$ 466,500

The further amended preliminary budget arrived at by the City Council subsequent to the December 11, 2025 Budget Working Session is:

Total Revenues –	\$ 946,939
Total Expenses –	\$ 1,394,857
Revised Preliminary Projected Shortfall -	\$ 447,918
Revised Preliminary 2026 Levy -	\$ 447,920

Amended General Fund Expense Line Items are as follows:

<b>Department</b>	<b>11/30/25 Amount (\$)</b>	<b>12/11/25 Amount (\$)</b>	<b>Change</b>
City Council	21,155	21,155	0
Mayor	6,435	6,435	0
Administration	237,338	230,655	<6,683>
Elections	6,710	6,310	<400<
Finance	20,195	20,195	0
Legal	10,750	10,750	0
Personnel	1,200	1,200	0
Planning & Zoning	3,500	3,500	0
City Hall	119,675	119,675	0
Law Enforcement	95,790	95,790	0
Fire Department	43,215	43,215	0
Fire Station	14,215	14,215	0
Building Inspector	6,500	6,500	0
Street Department	371,935	371,435	<500>
Snow & Ice	41,115	41,115	0
Public Works Buildings	12,595	12,595	0
Recreation	26,395	25,895	<500>
Campground	2,875	2,645	<230>
Senior Center	12,105	11,605	<500>
Community Center	14,580	14,580	0
Lake Leander	805	805	0
Cemetery	3,365	2,965	<400>
Community Development	27,400	18,400	<9,000>
Unallocated Expenses	20,290	20,165	<125>
Retiree Insurance Reserve	6,000	6,000	0
<b><u>Library Fund 211</u></b>			
Library	59,917	59,917	0
Library Building	87,060	87,060	0
<b><u>Debt Fund</u></b>			
TIF – Artesian	0	0	0
Fund 309 GO Bonds	55,256	55,256	0
<b><u>Designated Capital</u></b>			
City Hall	0	0	0
Fire	3,500	3,500	0
Street	60,000	60,000	0
Mining Effects Projects	1,324	1,324	0
Capital – unallocated	0	0	0
Infrastructure	20,000	20,000	0
<b>TOTAL</b>	<b>\$ 1,413,195</b>	<b>\$ 1,394,857</b>	

**Recommendation is for the City to adopt Resolution 25-47.**

**Motion by Towner for the City to accept the fiscal year 2026 budget in the amount of \$1,394,857, and to execute Resolution 25-47 concerning the same.**

**Supported by Kealy.**

Discussion. Approve/Reject/Table.

Mayor Matthews thanked the council and staff for their contributions and work in this endeavor, indicated that a considerable amount of time was spent, and commented that the final levy amount is a lot less than what originally was proposed, although it is his opinion that we could have done better –

**Roll Call Vote: Kealy Aye, Loeffler Aye, Teska-Erickson Aye, Towner Aye;  
Matthews Nay.**

**Motion carries 4-1; Matthews voting nay.**

E. Consider Resolution 25-48 for the City to Adopt and Certify the Fiscal Year 2026 Property Tax Levy.

The City presented its preliminary 2026 budget and associated preliminary 2026 property tax levy to the City Council for consideration on September 16, 2025.

Several conversations and meetings were initiated and ensued to review and discuss individual line items included in this preliminary budget and proposed levy, in order to identify areas of potential budgetary expense reduction or revenue increase.

Discussions primarily focused on the General Fund 101 budget, and other line items directly under City control.

These conversations and meetings, coupled with the Truth-In-Taxation public hearing, conducted on December 2, 2025, have led to the finalization of the 2026 property tax levy.

This levy, preliminarily set at \$521,000, has been adjusted to \$447,920.

A resolution is required for the adopting and certifying of this 2026 levy amount; Resolution 25-48 was drafted for this purpose.

**Recommendation is for the City to adopt Resolution 25-48.**

**Motion by Towner for the City to accept the fiscal year 2026 property tax levy in the amount of \$447,920, to execute Resolution 25-48 concerning the same, and to**

transmit a certified copy of this Resolution to the County Auditor of St. Louis County, Minnesota.

**Supported by Teska-Erickson.**

Discussion. Approve/Reject/Table.

**Roll Call Vote: Kealy Aye, Loeffler Aye, Teska-Erickson Aye, Towner Aye ; Matthews Nay.**

**Motion carries 4-1; Matthews voting nay.**

**F. Consider Approving Buhl Public Library Roof Replacement.**

The roof of the Buhl Public Library is quite old and in need of immediate replacement.

The condition of the roof system was exposed during the extreme rain event of June 2024.

The Library Board has entertained several quotes and proposals for roof replacement, and has selected All Slopes Roofing to perform these services.

The cost of the roof system replacement project is proposed at \$43,500.00.

These costs are proposed to be covered, in their majority, from reserves built up and retained by the Library over time, with a portion of the cost to be subsidized by 2026 city general fund budgetary allocations.

**Recommendation is to replace the library roof at the earliest opportunity.**

**Motion by Loeffler to contract with All Slopes Roofing of Buhl, Minnesota, to replace the roofing system and appurtenant components thereof on the Buhl Public Library for an amount not to exceed \$43,500.00.**

**Supported by Towner.**

Discussion. Approve/Reject/Table.

It was noted that competitive bidding did occur when soliciting and receiving service requests -

**Motion carried unanimously.**

**G. Consider Approving Casper Construction Settlement Invoice for CIP Project (JPJ Engineering Project #19-599).**

Casper Construction, Inc., was the prime contractor for the recent city Capital Improvements Project (CIP) which provided new infrastructure in the form of new water and sewer piping systems and conveyances, as well as reconstructed streets in a good portion of the city in the last several years.

This project was undertaken primarily between the years 2021 and 2024.

At project completion, Casper Construction alleged that the City owed them certain amounts including additional staff time and interest charges for unpaid project charges, and has invoiced the City for the same as an additional amount due the project.

These unpaid charges were primarily the result of work the city determined to be incomplete or unfulfilled to the city's satisfaction.

Casper also took the position that if these charges were not remitted, legal action would be commenced. A number of meetings were convened to address this issue.

Although the city retains the position that these charges are not appropriate nor undisputedly valid, legal counsel has advised that the potential costs associated with litigating this matter to the City's resolution would likely exceed the invoiced amount requested, and rendered the opinion that the City's most economical path would be to settle this matter by remitting the invoiced amount.

**Recommendation to make payment to Casper Construction, Inc., in the amount of \$6,515.91 and to close this project out.**

**Motion by Towner to approve payment to Casper Construction, Inc., in the amount of \$6,515.91 as final payment for JPJ Project #15-599 and to close this project out.**

**Supported by Teska-Erickson.**

Discussion. Approve/Reject/Table.

**Motion carried unanimously.**

H. Consider Submitting Letter of Support for St. Louis County Canyon Integrated Solid Waste Management Campus.

St. Louis County has been planning for the ongoing and continued future of solid waste management for a number of years now.

The Canyon Integrated Solid Waste Management Campus has been proposed as a centralized all-inclusive solid waste management facility to assist in accomplishing the County's waste management goals.

This proposed facility has now been identified as St. Louis County's top legislative priority for the 2026 session, and the County is seeking \$6,000,000 from legislative action to acquire property and advance development of this modern, integrated facility.

St. Louis County District 6 Commissioner Keith Nelson has requested letters of support for this initiative from municipalities and local jurisdictions in this district.

Commissioner Nelson offers validation of the need for this support by highlighting that St. Louis County has reduced its Municipal Solid Waste Disposal Fee by \$18.93 per ton of solid waste for 2026 (total disposal fee reduction from \$68.93/ton to \$50.00/ton).

**Recommendation to provide this requested letter of support.**

**Motion by Towner to provide a letter of support to the State of Minnesota House and Senate Capital Investment Committees regarding appropriating funding for the development of the proposed Canyon Integrated Solid Waste Management Campus planned and desired by St. Louis County, Minnesota.**

**Supported by Loeffler.**

Discussion. Approve/Reject/Table.

**Motion carried unanimously.**

I. Consider JPJ Engineering Proposal for Buhl Water and Sanitary Sewer System Improvements.

City Engineer, JPJ Engineering, has submitted an Engineering Proposal for Buhl Water and Sanitary Sewer System Improvements to the city for its consideration.

This project provides watermain looping in the east portion of the city for current and future needs.

The cost of this proposal is set at \$1,540,000.

The project schedule is proposed to begin in December 2025, with project completion anticipated by Spring of 2027.

**Recommendation to approve this Engineering Proposal and scope of work.**

**Supported by Teska-Erickson.**

Discussion. Approve/Reject/Table.

It was noted that the price of this item in the above motion reflects the total anticipated project cost, and not the Engineering Proposal cost, which amounts to \$50,407.00 plus hourly charges for Construction Management activities and Bidding activities; the above motion was modified to reflect this proposal amount -

**Motion by Towner to accept and approve the Engineering Proposal prepared by JPJ Engineering for the Buhl Water Tower Site Improvements project in the amount of \$50,407.00 plus hourly charges for Construction Management activities and Bidding activities.**

**Supported by Teska-Erickson.**

Discussion. Approve/Reject/Table.

**Motion carried unanimously.**

K. Review 2025 Sanitary Survey Report for Buhl Public Water System from Minnesota Department of Health.

The City has received the (2025) Sanitary Survey Report for the Buhl Public Water System (PWS), St. Louis County, PWSID 1690006, which summarizes an on-site inspection of the Community Public Water System from the Minnesota Department of Health.

This report reviews the PWS' water source, facilities, equipment, operation, maintenance, and monitoring compliance for the purpose of evaluating the adequacy of the facilities for producing and distributing safe drinking water.

No deficiencies were observed in the PWS, and certain general and specific recommendations were offered with regard to pumps/pump facilities and controls, water storage, distribution, and water system management/operation.

Bacteriological results and chlorine residuals of five (5) sampling locations all yielded an absence of Coliform Bacteria and E Coli, and no measurable level of Free or Total Chlorine Residuals.

**Informational only.**

L. Consider Daniel Jorgenson Letter for Consideration of Extension to Stubler Pit Development Construction Period Timelines.

Daniel Jorgenson is the owner of certain property located at Stubler Pit (101 Stubler Drive; PINs 115-0045-00070 and 115-0045-00080) residential development.

Mr. Jorgenson has not to date met required construction timelines as set forth in the covenants and restrictions provided for the Stubler Pit development.

Mr. Jorgenson has indicated that a series of personal issues has prevented the ability to complete this construction to date, and that he prefers to continue to hold and develop the property.

A tentative construction schedule has been offered by Mr. Jorgenson, with a request that the City Council honor his ability to hold the property and construct a minimum 1,400 square foot residential dwelling on this property beginning in the 2026 calendar year.

**Recommendation is to honor Mr. Jorgenson's request and allow him to hold the property.**

**Motion by \_\_\_\_\_ to allow Mr. Daniel Jorgenson to continue to hold the property located at 101 Stubler Drive (PINs 115-0045-00070 and 115-0045-00080) if construction of a single-family dwelling on this property commences in 2026.**

**Supported by \_\_\_\_\_.**

Discussion. Approve/Reject/Table.

This item was removed from the Business Agenda and placed for discussion under item 5. Citizens Forum – information was received on file and no action was taken on this item –

**No motion made; no action taken on this item.**

M. Update on Community Center/Curling Club Door Replacement and Heating System Projects.

The City of Buhl Community Center/Curling Club recently decided to replace a door between the arena area and the lobby/common gathering area.

This door assembly is presently in fabrication, and the City will cover the first \$3,000.00 of this initiative, with the Curling Club covering the remainder.

More recently, it was discovered that the heating system at the facility was underperforming, and it was decided to inspect the system and conduct

necessary and routine maintenance on its components. (Troy) Johnson Heating and Cooling was selected to perform these activities.

Prior to completing these activities, the main building furnace experienced a failure. Upon investigating, it was determined that the unit was not able to perform in compliance with air quality standards any longer and was in need of immediate replacement. Accelerating this need was the reality that, when operating, the unit was emitting carbon monoxide to a level unsatisfactory to that required for good air quality.

Staff made a decision to replace the unit immediately. Johnson Heating and Cooling again was ultimately selected to perform this furnace replacement.

The furnace has been replaced and the new unit is installed and operational; no further work is anticipated with regard to this installation.

The furnace replacement costs were \$5,995.00; the City will cover \$4,999.99 and the Curling Club will cover the remainder.

Field heaters utilized in the arena space were checked and are operational; these will continue to be operated until failure, which may be on the horizon sooner rather than later, given the age of these (2) units.

**Informational only.**

Comment received that maintenance activities should be conducted or performed on a yearly basis -

**N. Consider Approving Draft Sewer Lateral Ordinance with a Proposed Effective Date of May 1, 2026.**

The City has been contemplating and considering implementing an ordinance to regulate the treatment of (private) building sewers (sewer laterals).

A draft ordinance amendment was prepared regarding this initiative and was distributed to the City Council for consideration earlier in the year, along with an invitation to provide comment regarding that draft ordinance amendment.

Comments have now been received and staff believes this ordinance amendment is in a position to be finalized.

Before the City Council can vote on the proposed ordinance amendment, notice must be posted at least ten days in advance, then the proposed ordinance amendment will require a majority vote of all council members to pass.

Previous discussions also suggest that it would be in the best interests of the City to make this ordinance amendment effective at a date in the future so as to not injure potential property sellers and give the community ample time to prepare for this ordinance amendment's impact. This effective date is proposed for May 1, 2026.

Following posting, the City Council can vote on this ordinance amendment as soon as January 6, 2026.

**Recommendation is for the City to approve posting for notice this ordinance amendment in final form and to establish an effective date of May 1, 2026.**

**Motion by Kealy to approve posting notice of the final amended version of City of Buhl Ordinance Chapter 52: Sewers, to include requirements and provisions for management and treatment of Building Sewers (Sewer Laterals), with an established effective date of May 1, 2026.**

**Supported by Towner.**

Discussion. Approve/Reject/Table.

**Motion carried unanimously.**

**O. Stubler Beach Campground Update and Consider Licensing Facility for 2026.**

The Stubler Beach campground has been a topic of regular discussion throughout the 2025 calendar year.

A central portion of these discussions has been the anticipated need to license the facility with the Minnesota Department of Health (MDH).

An additional major theme has centered around the water supply at the facility, which is currently served by the beach house at Stubler Beach, as no dedicated water source is available at the campground.

Potential recourses to the water supply situation have been to extend the supply from the beach house to the campground, to install a dedicated supply well at the campground, and other alternative arrangements.

The cost of any of the alternatives identified are substantial enough to evoke discussions of considering whether or not to continue to operate the campground in the future, as operational expense may far outweigh revenues generated to support these expenses.

Licensing costs have also been a factor; it was anticipated that these may approach \$1,000/year.

It has now been determined by MDH that no alterations to the water supply source need to be realized, and licensing costs have now been more realistically projected at approximately \$200/year.

**Recommendation to license the Stubler Beach Campground for 2026.**

**Motion by Towner to submit a license application to the Minnesota Department of Health for the Stubler beach Campground for the year 2026, in an amount not to exceed \$200.00.**

**Supported by Kealy.**

Discussion. Approve/Reject/Table.

It is anticipated that initiatives related to consideration of rate adjustments will be addressed in 2026 -

**Motion carried unanimously.**

- P. Consider Approval to Authorize Staff to Pay all Normal and Necessary Year-End Bills.

Following the last regularly scheduled City Council meeting in December, it is customary that there will be some bills (invoices and claims) that need to be satisfied and paid prior to the end of the calendar (and fiscal) year.

Past practice has been for the City Council to authorize staff to pay these year-end bills prior to the next regularly scheduled City council meeting (in this instance, January 6, 2026).

**Recommendation is for the City to authorize staff to pay all normal and necessary year-end bills and claims.**

**Motion by Teska-Erickson to authorize City staff to pay all normal and necessary year-end bills which must be remitted and satisfied before the end of the 2025 calendar year prior to the next regularly scheduled City Council meeting.**

**Supported by Towner.**

Discussion. Approve/Reject/Table.

**Motion carried unanimously.**

- Q. Revisit and Discuss Policy Definition of Abandoned Properties, Especially as it May Relate to the Annual Certification of Delinquent Utilities.

During recent discussions by the City Council with regard to certifying delinquent unpaid utility bills to the St. Louis County tax rolls and development of a potential sewer lateral ordinance, conversations have arisen about abandoned properties, and the need to discuss this on a policy basis further.

A central issue in this matter is to determine whether or not a definition of abandoned properties is needed or prudent, in order to understand the best way to administrate both the certifying of delinquent utilities as well as the implementation and administration of a sewer lateral ordinance.

When a (City of Buhl) utility customer falls more than \$500 past due and in arrears in their utility account during November of each year, the unpaid delinquent amount is certified to St. Louis County, and this amount is transferred from the resident's (City of Buhl) utility account to the property tax roll of the subject property. The status of municipal utility account management is then "re-set", and the account will enter the next calendar year with no delinquent amounts due.

It has been noted that it may be in the city's best interest to define the term "abandoned" as well as to determine whether abandoned properties will continue to accrue utility charges, and for how long.

This is aimed to minimize the opportunity for delinquent utilities balances, especially after being applied to the premises property tax accounts, to overtake the value of a property and become a hindrance in successfully marketing properties for resale, as well as to minimize tax forfeiture opportunities on properties with excessive balances.

A continued conversation aiming for a result of creating a workable definition of abandoned properties and the refining of a policy which guides, among other things, the administration of certifying delinquent utilities to St. Louis County, is encouraged.

**Informational only.**

Comment received that a very good article on this subject was recently published, especially as it related to the period of time these issues exist and the property may continue to live with, and that basically it would become a policy matter –

Miscellaneous comment regarding the importance of understanding the tax forfeiture process on these types of properties was offered -

R. Reminder of League of MN Cities Elected Leaders Institute Information.

Each year, the League of Minnesota Cities (LMC) offers the Elected Leaders Institute, which provides elected city officials the core knowledge they need to succeed and become a city leader who can meet challenges, act as stewards of city resources, and advocate on behalf of residents.

Programming is educational, non-partisan, and packed with opportunities to network with other city officials, LMC staff, and subject matter experts.

Two different programs are offered, depending upon an individual's level of experience -

The **Newly Elected Leaders Program** is designed and is ideal for newly elected city officials who have served for less than two (2) years - this program provides essential skills and knowledge to help new city leaders understand local government and succeed in their new role.

The **Next-Level Leaders Program** is designed for experienced elected officials who have attended the Newly Elected Leaders Program previously or have over two years of experience as an elected official - this program focuses on enhancing leadership abilities and advancing expertise while focusing on topical leadership skills for elected officials who are mastering teamwork, communication, and community impact.

Additional information on each program was provided to the City Council at this meeting.

**Informational only.**

S. Other Business.

None.

T. Councilors' Comments.

Councilor Kealy –

Thanked Administrator Jeffries for his service during the last number of three (3) years – sd this isd his last City Council meeting -

Wished everyone else Happy Holidays -

Councilor Teska-Erickson –

Noted the drive-by Santa event will take place at the Buhl Fire Hall on December 18 from 5 – 7 p.m.

Thanked the Library, Essentia Health Services, and the Fire Department for this event –

Urged people to apply to become a volunteer firefighter! (and noted that the department does now have one (1) new one –)

Councilor Loeffler –

Extended thanks to Jeffries –

Councilor Towner –

Extended thanks to Jeffries –

U. Mayor's Comments.

Noted that it has been a pretty busy year, with lots going on –

Mentioned a \$650,000 grant allocation for the Zenith Property Management State Street Apartments project which was recently awarded by the State of Minnesota Department of Iron Range Resources and Rehabilitation (IRR) –

Thanked Jeffries for his service –

Wished all Happy Holidays and cautioned to be safe – and

Welcomed Robecca Jaeger to the City of Buhl.

**8. ADJOURN:**

**Motion by Kealy to adjourn.**

**Supported by Teska-Erickson.**

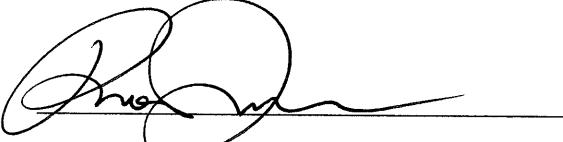
**Motion carried unanimously and the meeting was adjourned at 7:34 p.m.**



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James Matthews, Mayor

Attest:



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Rebecca Jaeger, Clerk-Treasurer