

MINUTES
BUHL CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
1/6/2026

Tuesday, January 6, 2026, 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: | <u>X</u> Jaeger |
| Public Works Foreman: | <u> </u> Pink |
| Attorney: | <u> </u> Kearney |
| Engineer: | <u>X</u> Jamnick |
| Fire Chief: | <u> </u> Lehman |
| Police Chief: | <u> </u> Vukad |
| Finance Manager: | <u> </u> Thronson |

3. APPROVAL OF AGENDA/COUNCIL ADDITIONS TO AGENDA

Motion by Councilor Kealy to approve the agenda as presented.

Supported by Councilor Teska-Erickson.

Motion carried unanimously.

4. REPORTS FROM DEPARTMENT HEADS

Clerk-Treasurer Jaeger

Wished everyone a Happy New Year and stated that she is happy to be here tonight and her new position working for the City of Buhl. She also reminded residents that it is time to register your pets.

5. CITIZENS FORUM

None

6. CONSENT AGENDA

A. Minutes:

i. Regular City Council Meeting – December 16, 2025

B. Claims

| | |
|----------------------------|----------------------|
| i. Payroll #26 | \$18,693.76 |
| Payroll 12 (December 2025) | \$2,475.00 |
| Payroll #1 | \$670.00 |
| Payroll #2 | \$410.00 |
| | |
| ii. A/P #1 | \$4,999.99 |
| A/P #2 | \$26,684.66 |
| A/P #3 | \$4,472.66 |
| A/P #4 | <u>\$90,865.93</u> |
| | |
| TOTAL | \$ 149,272.00 |

Motion by Councilor Teska-Erickson to approve the consent agenda as presented.

Supported by Councilor Towner.

Motion carried unanimously.

7. NEW BUSINESS:

A. Resolution 26-01 A Resolution Appointing the Mayor Pro-Tem.

Motion by Mayor Matthews to appoint City Councilor Towner as Mayor Pro-Tem for calendar year 2026, and to execute Resolution 26-01 concerning the same.

Supported by Councilor Loeffler.

Motion carried 4-1, Councilor Towner abstained.

B. Resolution 26-02 A Resolution Designating the Official Newspaper for the City of Buhl. Discussion. Approve/Reject/Table.

Motion by Councilor Kealy to designate the Hometown Focus as the official newspaper for the City of Buhl for calendar year 2026, and to execute Resolution 26-02 concerning the same.

Supported by Councilor Loeffler.

Motion carried unanimously.

C. Resolution 26-03 A Resolution Designating Depository of Funds and Accepting Assignment of Collateral.

Motion by Councilor Teska-Erickson to designate Depositories of Funds and Accepting Assignment of Collateral for calendar year 2026, and to execute Resolution 26-03 concerning the same.

Supported by Councilor Kealy.

Motion carried unanimously.

D. Resolution 26-04 A Resolution Authorizing the Mayor and Clerk-Treasurer to Sign Certificates of Indebtedness on Behalf of the City.

Motion by Councilor Towner to authorize the Mayor and Clerk-Treasurer to sign certificates of indebtedness on behalf of the City for calendar year 2026, and to execute Resolution 26-04 concerning the same.

Supported by Councilor Kealy.

Motion carried 4-1, Mayor Matthews abstained.

E. Resolution 26-05 A Resolution Naming the Weed Inspectors for the City.

Motion by Councilor Towner to name Mayor James Matthews and Lyle Pederson as Weed Inspectors for the City for calendar year 2026, and to execute Resolution 26-05 concerning the same.

Supported by Councilor Loeffler.

Motion carried 4-1, Mayor Matthews abstained.

F. Resolution 26-06 A Resolution Appointing the Elm Tree Utilization Board Member for the City of Buhl.

Motion by Councilor Teska-Erickson to appoint Trent Pink as the Elm Tree Utilization Board Member for the City of Buhl for calendar year 2026, and to execute Resolution 26-06 concerning the same.

Supported by Councilor Kealy.

Motion carried unanimously.

G. Resolution 26-07 A Resolution Appointing the City Attorney/Prosecuting Attorney for the City of Buhl.

Motion by Councilor Towner to appoint Michael Kearney as the City Attorney/Prosecuting Attorney for the City of Buhl for calendar year 2026, and to execute Resolution 26-07 concerning the same.

Supported by Councilor Loeffler.

Motion carried unanimously.

H. Resolution 26-08 A Resolution Appointing the City Engineer for the City of Buhl.

Motion by Councilor Kealy to appoint John Jamnick, P.E., and JPJ Engineering, Inc., as the City Engineer and engineering firm for the City of Buhl for calendar year 2026, and to execute Resolution 26-08 concerning the same.

Supported by Councilor Towner.

Motion carried unanimously.

I. Resolution 26-09 A Resolution Authorizing the Signature for Disbursement of Public Funds.

Motion by Councilor Teska-Erickson authorizing the Mayor and the Clerk-Treasurer to sign disbursements of public funds on behalf of the City for calendar year 2026, and to execute Resolution 26-09 concerning the same.

Supported by Councilor Loeffler.

Motion carried 4-1, Mayor Matthews abstained.

J. Resolution 26-10 A Resolution Authorizing the Signature of the Mayor Pro-Tem for Disbursement of Public Funds.

Motion by Councilor Kealy authorizing the Mayor Pro-Tem, when either the Mayor or the Clerk-Treasurer are not available, to sign disbursements of public funds on behalf of the City for calendar year 2026, and to execute Resolution 26-10 concerning the same.

Supported by Councilor Loeffler.

Motion carried 4-1, Councilor Towner abstained.

K. Consider Approving Proposed 2026 City Council Schedule.

Motion by Councilor Towner to approve the 2026 City of Buhl City Council Meeting Schedule for the calendar year 2026 with the amendments to add a Budget Working Session on 8-13-26 and move the regular council meeting from 11-25-26 to 11-24-26.

Supported by Councilor Teska-Erickson.

Motion carried unanimously.

L. Consider Filling BEDA Board Member Vacancies.

Motion by Councilor Teska-Erickson to appoint Stuart Lehman to serve as Commissioner on the Buhl Economic Development Authority (BEDA) with a term of office of six years.

Supported by Councilor Towner.

Councilor Teska-Erickson rescinds her motion on the basis that there are two seats open and the term expiration seat had not been posted to the public.

Councilor Towner also rescinds his support for the motion.

A motion to post vacancies will follow Business P.

M. Consider Personnel Committee Appointment.

Motion by Councilor Towner to appoint Mayor James Matthews, City Councilor Kealy, and Clerk-Treasurer Robecca Jaeger to the Personnel Committee for calendar year 2026.

Supported by Councilor Teska-Erickson.

Motion carried unanimously.

N. Consider Public Utility Committee Appointments.

Motion by Councilor Teska-Erickson to appoint Mayor Matthews, Councilor Towner, Public Works Foreman Trent Pink, and Clerk-Treasurer Robecca Jaeger to the Public Utilities Committee for calendar year 2026.

Supported by Councilor Loeffler.

Motion carried unanimously.

O. Consider Long Range Planning and Zoning Commission Appointments.

Motion by Councilor Kealy to appoint Susan Trunk to the Long Range Planning and Zoning Commission, with a term that expires December 31, 2028.

Supported by Councilor Teska-Erickson.

Motion passed unanimously.

P. Consider Library Board Appointments.

Motion by Councilor Kealy to appoint Cheryl Smilanich and Kristine Conger to serve as Library Board members with a term of office each of three years and expiring December 31, 2026.

Supported by Councilor Teska-Erickson.

Motion was rescinded by Councilor Kealy on the basis that the board seats were not posted for the public.

Councilor Teska-Erickson Rescinded her support.

Motion by Councilor Towner to post vacancies for BEDA Board, Library Board, and Long Range Planning and Zoning Commission seats.

Supported by Mayor Matthews.

Motion carried unanimously.

Q. Consider Internal Audit Committee Appointment.

Motion by Councilor Teska-Erickson to appoint Councilor Randy Towner to the Internal Committee for calendar year 2026.

Supported by Councilor Loeffler.

Motion carried 4-1, Councilor Towner abstained.

R. Resolution 26-11 Authorizing the Clerk-Treasurer to file an application and Administer Management of a Grant with the State of Minnesota, OEMS.

Motion by Towner to approve Resolution 26-11 A resolution authorizing the City of Buhl Clerk-Treasurer to file an application and administer management of the State of Minnesota, Office of Emergency Medical Services grant.

Supported by Councilor Teska-Erickson.

Motion carried unanimously.

S. .Gov Domain Application.

Motion by Councilor Towner to approve authorizing Clerk-Treasurer Robecca Jaeger to apply for and manage a .gov domain for the City of Buhl.

Supported by Councilor Kealy.

Motion carried unanimously.

T. Cenex Voyager Fleet Card and Additional Discount

Motion by Councilor Teska-Erickson to authorize staff to apply for four Cenex Voyager Fleet cards and cancel the current WEX credit cards.

Supported by Councilor Towner.

Motion carried unanimously.

U. Housing and the Future of the Iron Range Workshop.

Motion by Councilor Teska-Erickson to authorize the City Council and staff to attend the Housing and the Future of the Iron Range Workshop. A quorum will be present but no city business will be conducted.

Supported by Councilor Towner.

Motion carried unanimously.

V. RAMS 2026 Membership Dues.

Motion by Councilor Kealy to pay the 2026 RAMS Membership Dues in the amount of \$864.00.

Supported by Councilor Teska-Erickson.

W. Reject Bids for Buhl Water and Sanitary Sewer System Project

Motion by Councilor Towner to reject the bids received for the Buhl Water and Sanitary Sewer System project.

Supported by Councilor Kealy.

Councilor Towner would like to amend his motion to reject bid from Utility Systems of America.

Councilor Kealy also amends her support.

Motion carried unanimously.

Motion by Councilor Teska-Erickson to reject both bids received from McGuire Iron for the Buhl Water and Sanitary Sewer System project.

Supported by Councilor Towner.

Motion carried unanimously.

8. OLD BUSINESS.

A. Clerk-Treasurer Contract

Motion by Councilor Towner to accept the Clerk-Treasurer Contract with the following amendments:

JURY DUTY. The Employer will provide the Employee with time away from work for jury duty. The Employee will receive normal compensation while they are away from work on jury duty. The city will require the employee to turn over any jury compensation (less expense reimbursements) to the city. If the Employee is called for Federal Jury duty the council will address compensation requirements at that time.

SALARY/COMPENSATION. This employment is designated as an exempt position under federal wage and hour laws Fair Labor Standards Act (FLSA). A fixed annual salary of \$85,000, paid on a biweekly basis, will not be eligible for overtime compensation, compensatory time, or additional pay based on hours worked. The role requires the performance of professional duties as outlined in the job requirements.

Supported by Councilor Teska-Erickson.

Motion carried unanimously.

9. COUNCILORS' COMMENTS.

Councilor Kealy

Wanted to let the public know that the Community Center had its new furnace installed and the ice for curling is in. St. Louis County Bonspiel will happen later in the month. A Bonspiel will also happen in the months of February and March. Councilor Towner asked about the older vending machines in the Community Center and if they still worked. Councilor Kealy believes they still do. The Councilor also stated that the new door on the Community Center is not ready yet.

Councilor Teska-Erickson

The Drive-up Santa event was not a success this year presumably due to weather. It was very cold. Next year the Fire Department may collaborate with the Buhl Recreation Department and the Buhl Library on an event.

The Buhl Fire Department is still looking at combining with the Kinney-Great Scott Fire Department but Buhl's numbers are still low and we are looking for volunteers to sign up.

Councilor Loeffler

Primitive Paint Stick Craft being held at the Buhl Library on January 18th at 1-3pm.

10. MAYOR'S COMMENTS.

None

11. ADJOURN:

Motion by Councilor Teska-Erickson to adjourn.

Supported by Councilor Loeffler.

Motion carried unanimously and the meeting was adjourned at 7:32 p.m.

James Matthews, Mayor

ATTEST:

Robecca Jaeger, City Clerk-Treasurer