

MINUTES
BUHL CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
3/3/2026

Tuesday, March 3, 2026,

6:30 P.M.

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

2. ROLL CALL:

Present were Mayor Matthews, and Councilors Kealy, Loeffler, and Towner.

Councilor Teska-Erickson was absent.

Also present was Clerk-Treasurer Jaeger.

3. PUBLIC HEARING

Motion by Councilor Towner to close the regular meeting.

Supported by Councilor Kealy.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes.

Motion by Councilor Loeffler to open the public hearing.

Supported by Councilor Kealy.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes.

A. Cannabis Ordinance First Read

Mayor Matthews summarized the Cannabis Ordinance. With legalization of Cannabis in the state of MN, local governments are encouraged to create ordinances, zoning, and fees for cannabis use and sale. The City of Buhl has had an interested party who would like to start a cannabis microbusiness. With this business prospect a draft Cannabis Ordinance was created.

B. Schedule Public Hearing for Second Read of the Cannabis Ordinance

Clerk Jaeger will publish the notice for the public hearing in the Hometown Focus March 6, 2026.

Motion by Mayor Matthews to set a Public Hearing for the second reading of the Cannabis Ordinance on March 17, 2026, at 6:30 pm.

Supported by Councilor Loeffler.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

Motion by Councilor Loeffler to close the public hearing.

Supported by Councilor Towner.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

Motion by Councilor Kealy to open the regular council meeting.

Supported by Councilor Towner.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

4. APPROVAL OF AGENDA/COUNCIL ADDITIONS TO AGENDA:

Motion by Mayor Matthews to approve the agenda as presented.

Supported by Councilor Loeffler.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes.

5. REPORTS FROM DEPARTMENT HEADS:

Clerk Jaeger

Clerk Jaeger stated that the city received the agreement from IRRR for the \$650,000 for the laundromat demolition project. BEDA approved the sales agreement for the sale of the corner lot to Buhl Housing Project LLC on February 26, 2026. Clerk Jaeger noted to the mayor that the

Development Agreement between the City of Buhl and Zenith Property Management LLC has not been approved. A special meeting may need to be held to approve the agreement.

Motion by Mayor Matthews to schedule a Special Meeting for Monday, March 9, 2026, at 5:00 pm to approve the Development Agreement.

Supported by Councilor Kealy.

**Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.
Absent: Teska-Erickson**

Motion passes.

6. CITIZENS FORUM:

None

7. CONSENT AGENDA:

A. Minutes:

- i. Regular City Council Meeting – February 17, 2026

B. Claims

- | | |
|----------------|-------------|
| i. Payroll #4 | \$16,235.19 |
| ii. Payroll #2 | \$2,350.00 |
| iii. A/P #1 | \$38,416.06 |

TOTAL \$57,001.25

Motion by Councilor Kealy to approve the consent agenda as presented.

Supported by Councilor Loeffler.

**Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.
Absent: Teska-Erickson**

Motion passes.

7. NEW BUSINESS:

A. Disc Golf Tournament

Tom Odegaard with Airborn Tour enquired about hosting a two-day tournament on July 25th and 26th. There would be upwards of 90 competitors per day with family and friends in attendance as spectators.

Mayor Matthews stated that on a conference call earlier in the day that he and Councilor Towner were on, talked about how the disc golf course sustained a lot of damage from a storm. Mayor Matthews said he walked the course and some of it seems unplayable.

Clerk Jaeger responded that she had talked with Mr. Odegaard and let him know that a lot of trees had come down on the course. Mr. Odegaard replied that his partner lived in the area and is aware of the damage and what it looks like. The clerk did also let Mr. Odegaard know that the city is removing the fallen trees, but it will be a while before it is finished.

Councilor Kealy wondered if the public would volunteer to help clear the trees. Clerk Jaeger said that it would be best if the city removed the "widow makers," the fallen trees that are caught on other standing trees, and once the trees are down the help of volunteers would be great.

Mayor Matthews asked what the city's exposure and liability for a situation like that. Attorney Kearney may have to be questioned. Councilor Towner stated that the city does hold liability coverage. Clerk Jaeger also stated that LMCIT does cover volunteers helping the city.

Clerk Jaeger stated that she spoke with IRRR and they may have some funding left this year to use towards cleanup of the tree damage. IRRR asked for a quote for the cost of the cleanup of the tree damage at the disc golf course and campground.

Motion by Mayor Matthews to approve the Disc Golf Tournament on July 25th and 26th.

Councilor Towner stated that the memo in the agenda packet asked if the city ever required a fee for events. Mayor Matthews doesn't think that the city can ask for a fee since it is a park-like space. Councilor Kealy stated that this amount of people coming into town is doing the city good.

Jaeger stated that Mr. Odegaard asked about the local businesses and would like to see about possibly getting coupons or other things for the event to help get the out of towners into the local businesses.

Mayor Matthews wondered if there are any truck vendors that would be interested in coming into town for the summer events. He also wondered about the porta potty situation for these many people. The mayor recommended putting a couple porta potty at the entrance of the disc golf course during the event. The mayor asked if staff could investigate the pricing difference between a month's rental and a weekend rental of porta potty.

Supported by Councilor Towner.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes.

B. Fee Schedule

With the upcoming adoption of the Cannabis Ordinance the City needs to add Cannabis permit fees to the current fee schedule.

Under MN Statute 342.11, an initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.

Under MN Statute 342.11, a renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee.

Motion by Mayor Matthews to approve cannabis initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee and the initial registration fee shall include the initial retail registration fee, and the first annual renewal fee and cannabis renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee.

Supported by Councilor Towner.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

C. FUSIONTech LLC Contract

The City of Buhl has been approved for a .gov domain. Our current IT companies Integris and WA Fisher do not handle .gov domains. A new IT company was needed.

Motion by Councilor Kealy to approve the FUSIONTech LLC Contract.

Supported by Councilor Loeffler.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

D. Hiring of Volunteer Firefighter

Austin Blanchfield applied for a volunteer position with the Buhl Fire Department.

Motion by Councilor Kealy to approve hiring Austin Blanchfield as a volunteer Firefighter for the City of Buhl pending a background check.

Supported by Councilor Loeffler.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

E. Portable Toilet Quotes

The council received quotes for the rental of portable toilets throughout the City of Buhl from Jeff's Restroom Rentals for an annual cost of \$2,475.25 and Portable John with an annual cost of \$2,211.00.

Motion by Councilor Towner to approve quote for Portable John in the amount of \$2,211.00.

Supported by Councilor Kealy.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

F. Valuation on Unsold Lots in Stubler and Damian Additions with a Listing Agent

The city council agreed that it would be in the best interest to work with a Real Estate Agent to give the City of Buhl a valuation on the city owned lots and properties in the process of conveyance in the Stubler and Damian Additions and to list the properties for sale.

The council agreed to work with a local real estate agent and direct staff to reach out to Village Realty, Mirabella, and Perella

Motion by Mayor Matthews to direct staff to seek competitive offers from local Real Estate Businesses to set valued prices for the sale of the vacant lots.

Supported by Councilor Towner.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

Motion passes

Mayor Matthews suggested having the Real Estate Agents present at the March 17, 2026, regular council meeting.

G. Discussion on Deadline for Property Owners Who Missed Building Deadline

A discussion was had during the February 26, 2026, Working Session on creating a 2026 deadline for the property owners who have missed their “build by” date but still would like to build on the lots they own or creating an option of paying to extend their “build by” date by paying an annual fee.

Mayor Matthews is opposed to giving the property owners an ultimatum of “convey your property back to the city or else.” The mayor agrees that setting a deadline for the owners is a good idea. Mayor Matthews found an Ordinance from the City of Hopkins, MN that imposes a fee on owners in these types of situations. The mayor sent a revised draft of the ordinance to Clerk Jaeger who will send it to Attorney Kearney for his legal advice and guidance.

Clerk Jaeger updated the three property owners who would like to still build on their properties and let them know that the council is in discussions about possible changes to the lot resolutions and that a fee is a possible addition. One owner said he would be happy to pay an annual fee and not have a deadline looming over them.

Mayor Matthews stated that the Vacant Lot Ordinance is well written and gives plausible and defensible reason why a fee for these lots is necessary to the city. The beginning fee would be prorated when the owner registers their vacant lot, and they will then renew their fee on that starting date. There is also a clause in the Ordinance that if the lot is sold the new owners carry this burden as well.

Councilor Kealy asked if any of the owners have not responded to the city at this point. Clerk Jaeger stated that she has been in contact with every one of the owners.

Mayor Matthews asked Clerk Jaeger if the owners that had delinquent property taxes had been contacted yet. Clerk Jaeger stated that she had corresponded with them earlier that day and let them know that the first step in the conveyance process was getting the delinquent property taxes up to date. The clerk would then mail them a Quit Claim Deed.

Councilor Towner stated that if this Ordinance is approved the effective date would then become the “build by” date for the remaining properties.

The council agreed to table this topic pending Attorney Kearney’s input.

8. COUNCILORS’ COMMENTS:

Councilor Kealy:

The “Biggest weekend in Buhl” is next weekend for the Blarney. There are a lot of teams, and a lot of people will be in town. Come down to the Curling Club Friday the

13th and Saturday the 14th to see some fantastic curling and support the club and local businesses.

Councilor Loeffler:

The Rusty Rock Guild had their suncatcher class on March 1st and it went very well. There were 26 people in attendance, and we had a lot of fun!

The next class we be held on April 12th to make a really pretty Easter egg. More details to come!

9. MAYOR'S COMMENTS:

The mayor stated that he spoke with a local engineering group earlier that day to discuss timeline and difficulties dealing with SHPO. This group has a specialist to deal with SHPO items, and they concurred with the timeline that City Engineer Jamnick gave the city. The mayor stated that the SHPO work should have started months or maybe even a year ago, but it is what it is now. Having the city put things off and "kick" them down the road will delay the project quite a bit.

The mayor stated that he had a meeting with IRRR earlier that day as well with Zenith Project Management LLC and Buhl Housing Project LLC. The mayor stated that Zenith is very eager to begin the demolition project.

10. ADJOURN:

Motion by Councilor Kealy to adjourn.

Supported by Councilor Towner.

Aye: Mayor Matthews and Councilors Kealy, Loeffler, and Towner.

Absent: Teska-Erickson

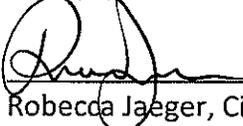
Motion passes

Meeting was adjourned at 7:25 p.m.



James Matthews, Mayor

ATTEST:



Rebecca Jaeger, City Clerk-Treasurer