

**City of Menahga
Budget Meeting City Council Minutes
April 28, 2025**

1. Call to Order

The Menahga City Council held a Budget/Special Meeting on Monday April 28, 2025.

2. Roll Call

Comprising a quorum of the Council, the following members were present:

Mayor Jody Bjornson	Mike Netland	Keith Waaraniemi
Bill Hodge	Durwin Tomperi	

City Office Staff present: City Clerk/Treasurer Brett Gagnonpalick, Deputy Clerk Kelly Kumpula, Police Chief Amy Lane, Public Works Director Ron Yliniemi

3. Pledge of Allegiance

4. New Business

Approve Liquor Store Hire Candidates

Brett Gagnonpalick informed the council that Heather was looking to fill two part-time positions at Northbound Spirits. Interviews were conducted with the personnel committee present. Heather made her selection and wanted to get the process moving to prepare for midsummer.

The hiring was contingent on council approval, city in-processing, and a background check. Jody Bjornson inquired about the status of reference checks, which Brett said he would need to confirm with Heather.

Main Motion: To approve the hiring of Hope McAdow and Katherine Ball at step 1 of the Liquor Store Clerk/Bartender Pay Scale, contingent upon successful completion of the city in-processing requirements and a background check, as outlined in the offer letter.

Moved by:	Tomperi
Seconded	Waaraniemi
Action:	Motion carried by a 5-0 voice vote
In favor:	Hodge, Tomperi, Netland, Bjornson, Waaraniemi
Opposed:	None

Discuss and Approve LMC Training to Take Advantage of Lower Fee

Brett Gagnonpalick presented information about the League of Minnesota Cities annual City Fest training. There was an early bird special and a first-timers discount available, reducing the price from \$475 to \$275 if registered before May 2nd. The event was described as a professional gathering for Minnesota's leaders, featuring networking opportunities and workshops on governance issues.

Council member Hodge expressed interest in attending. Brett requested that any other council members interested in attending notify him as soon as possible, preferably that day or by May 1st at the latest.

Main Motion: To authorize councilmembers to attend this training and for the city to cover the registration fee and other associated costs per Menahga Policy.

Moved by:	Tomperi
Seconded	Waaraniemi
Action:	Motion carried by a 5-0 voice vote
In favor:	Hodge, Tomperi, Netland, Bjornson, Waaraniemi
Opposed:	None

Budget Discussion

Police Budget

Chief Amy Lane presented the police department budget. The council reviewed various line items:

Office Supplies: Budgeted at \$1,000, unchanged from the previous year.
Training and Instruction: Reduced from \$2,500 to \$2,000.

Chief Lane mentioned an agreement with Otter Tail County for a flat \$200 fee for any officer to attend their training.

Operating Supplies: Kept at \$2,500. Chief Lane noted the need to order ammunition and replace expired less lethal ammo.

Motor Fuels and Lubricants: Initially proposed at \$9,500, but after discussion, it was increased to \$10,500 due to the department now having three vehicles and potential fuel price increases.

Uniform Allowance: Kept at \$4,000. Chief Lane mentioned an upcoming vest replacement estimated at \$1,650, with potential for partial grant reimbursement.

Repair and Maintenance: Left at \$6,000, despite being over budget in the current year due to unexpected transmission repairs.

Legal Services: Set at \$8,400 for the county attorney contract, which remained unchanged at \$700 per month.

Professional Services: Reduced from \$2,000 to \$1,000, with the difference reallocated to the fuel budget.

Telephone, Fax, Internet: Reduced to \$7,000.

Postage: Reduced to \$150.

Travel and Conference: Reduced to \$1,000.

Printing and Publishing: Left at \$200.

Squad Car Equipment: Budgeted at \$6,000 for potential replacements and upgrades.

Dues and Subscriptions: Kept at \$1,000 for various memberships and licenses.

Capital Outlay: Set at \$15,000 for future vehicle purchases.

The council also discussed revenue items, including state grants, traffic citations, and contributions. They agreed to budget \$10,000 for contributions, with Chief Lane mentioning potential grant applications through Sourcewell.

Campground / Beach / Cemetery / Government Buildings

This item was not discussed during the meeting.

Streets / Water / Sewer

Ron Ylienimi and Brett Gagnonpalick presented the budget for streets, water, and sewer departments. Key points of discussion included:
Operating Supplies: Budgeted at \$10,000 for items like salt, sand, and cleaning supplies.

Motor Fuels and Lubricants: Set at \$6,000, with consideration for seasonal fluctuations in usage.

Repair and Maintenance: Budgeted at \$12,000, with discussion of past expenses for equipment repairs.

Street and Road Repair: Set at \$17,000, including costs for chloride treatment and cold patch.

Safety Equipment: Budgeted at \$4,000.

Professional Services: Discussed various testing and maintenance contracts.

Capital Outlay: Budgeted amounts for future equipment purchases and upgrades.

The council also discussed water and sewer budgets, including state-mandated testing, equipment maintenance, and potential infrastructure improvements.

Administration / Fire Preliminary

Brett Gagnonpalick presented the preliminary administration budget. Key points included:

Office Supplies: Kept at \$6,000 despite being over budget in previous years.

Operating Supplies: Set at \$650.

Repair and Maintenance: Kept at \$300.

Professional Services: Reduced to \$1,000 based on historical spending.

Telephone, Fax, Internet: Increased to \$7,000 due to consistent overspending in previous years.

Postage: Set at \$1,400 to account for increased postage rates.

Travel and Conference: Kept the same to allow for LMC trips and other opportunities.

Printing and Publishing: Left at \$5,000.

Dues and Subscriptions: Increased to account for historical underfunding.

For the fire department budget, preliminary numbers were presented, but the council agreed that more input was needed from the fire department before finalizing.

Key areas of discussion included training and instruction, operating supplies, and equipment needs.

13. Adjournment

The council decided to adjourn the meeting after ensuring all agenda items were addressed, ongoing concerns were noted for follow-up.

Main Motion: To adjourn at 1:01 p.m.

Moved by:	Waaraniemi
Seconded by:	Hodge
Action:	Motion carried on a 5-0 voice vote
In favor:	Bjornson, Tomperi, Netland, Hodge, Waaraniemi
Opposed:	None

City Clerk/Treasurer, Brett Gagnonpalick

Mayor, Jody Bjornson