

CITY OF FOLEY, MINNESOTA  
CITY COUNCIL MEETING – January 7, 2025

The Foley City Council held its regular meeting on Jan. 7, 2025, at 5:30 p.m. at Foley City Hall.

Members Present: Councilmembers Jeff Gondeck, Deb Mathiowetz, Gary Swanson, and Brandon Voit.

Members Absent: Mayor Jack Brosh (in the audience but not seated at the council table)

Councilmember Gondeck called the meeting to order at 5:30 p.m.

The pledge of allegiance was recited.

Gondeck presented outgoing mayor, Jack Brosh, with a service award and thanked him for his time on the council.

Councilmember Stephanie Lloyd took the Oath of Office.

Mayor Brandon Voit took the Oath of Office and accepted the gavel from Gondeck.

Motion by Swanson, seconded by Mathiowetz to approve the agenda.

Motion carried, unanimous.

Motion by Gondeck, seconded by Lloyd, to approve the consent agenda.

- Approve minutes of December 3, 2024.
- Approve minutes of December 20, 2024.
- Approve City of Foley Audit Proposal – Schlenner & Wenner.
- Approve sale of #0602 – Chevrolet ½ Ton 4 Wheel Drive Pickup with snow plow.
- Approve payment of bills.

Motion carried, unanimous.

**Mayor's Comments and Open Forum**

Debra Olson, 600 Dewey Street, addressed the council and stressed the importance of community engagement and citizen involvement. She also reminded the council of their responsibility to the citizens and to listen respectfully to different opinions. She also suggested the city consider open a municipal liquor store and/or cannabis shop as possible revenue options.

**City Council Request to Review Charges – 11/26/24 Natural Gas Leak**

The resident did not attend the meeting to make their request to the council. No discussion took place and no action was taken.

**2025 Annual Appointments – Discuss and Approve**

Sarah Brunn, City Administrator, gave an overview to the council. Staff has reached out to

individuals for yearly re-appointments. She reminded the council that if people are interested and contact City Hall they can be appointed at any time. Discussion and questions followed.

Brunn stated the appointments are only for existing members. There are still open positions available. Brunn also explained the Library Board has a current member that needed to be rotated off, but since no one has stepped forward to volunteer for the position the city has allowed the current member to remain on the board. The city has posted communications asking for volunteers for the open positions on the many communication outlets. Discussion and questions continued.

The discussion shifted to councilmember assignments. Voit will be assigned to the Benton Economic Partnership (BEP), and Mathiowetz will move to the Personnel Committee.

Motion by Gondeck, seconded by Swanson, to approve the annual appointments list as presented in the council packet.

Motion carried, unanimous.

Official Newspaper: Benton County News  
Official Process Server: Benton County Sheriff

Health Officer: Integracare Clinic, Foley – Shana Nelson, NP  
Health Board Members: Charlotte Monroe, Jeannie Rajkowski

City Engineering Firm: Short Elliott Hendrickson, Inc.  
City Attorney: Rinke-Noonan  
City Building Inspector: AllSpec Services  
City Auditor: Schlenner & Wenner

Benton Economic Partnership – City Administrator & Brandon Voit  
Board of Equalization: Authority directed to Benton County.  
Acting Mayor: Jeff Gondeck (2025)

Official Depository: City Administrator - approve the depositories for City Funds (Frandsen & Falcon Bank)

Approve Collateral & City Investments: *City Administrator* - approve the collateral and authorize investment of City funds per state statute.

Approve bonding of the City Administrator – annual renewal

Emergency Manager: Foley Police Chief  
Gilmanton Joint Planning Board: Jeff Gondeck, Gary Swanson

**Library Board (5 Members, 3 Year Term)**

2025-2027: Rosalie Musachio, Deb Mathiowetz (council rep).

Dawn Magnuson's term was up beginning of 2024 but she is allowed to continue to serve until a replacement is found – cannot be officially re-appointed due to state statute limitations. No one else has expressed interest at this time.

**Planning Commission (7 – 10 Members, 3-year terms, staggered, no majority of council)**

2025- 2027: Bill Bronder

2025 - 2027: Rosalie Musachio

**Economic Development Authority (5 Members, 4 year term) – 2 council, 3 at large**

~No members currently up

**Personnel Committee (2)**

2025: Jeff Gondeck, Deb Mathiowetz

**Staff authorized to initiate EFT receipts/payments** – Sarah Brunn, Monica Shaw, Sara Judson-Brown, Stacy Graham

**Mayor's Comments & Open Forum**

This item was mistakenly included on the agenda. No one spoke.

**Department Reports**

**Police Department**

Chief Katie McMillin gave an overview on the stat report for December and for the year as compared to last year's stats. The department responded to 357 calls in December. Equipment and speed violations were up. Theft calls were up. Harassment was down. Parking tickets were down. There were 63 more calls in December than from the year before. On Jan. 23, McMillin will give a presentation to the Girl Scouts on safety and also give them a tour of the department. Discussion and questions followed. McMillin stated the new squad will begin construction in February with estimated delivery in April.

Voit asked how many officers have been added since 2018. McMillin said the SRO was added in 2018 as a full-time position. Brunn confirmed the city has an open permanent part-time officer position and the SRO was the last full-time position added.

**City Engineer**

Jarod Griffith gave an update on the two design construction projects for next year. The plans about 80 % complete. He also shared that staff is still working through the in home site visits for the 2025 lead service project.

**Public Works and Fire Department**

Mark Pappenfus, Public Works Director, presented Payment Estimate #24 for \$205,596.21 from Bolton & Menk for work completed through Dec. 27 and recommended for approval. The dollar amount includes a portion of retainage. The project is at 95% completed. He stated that most of the punch list items are complete. There is still some computer programming needed on St. Cloud's end. The system is working well.

Motion by Voit, seconded by Mathiowetz, to approve Payment Estimate #24.

Motion carried, unanimous.

Discussion and questions followed. Swanson asked about the timeline to decommission the sewer pond. Pappenfus stated the engineers have submitted a decommission plan to the MPCA who must review and approve the plan before the city can move forward. He said the hope was the decommissioning could be completed by the spring of 2026.

### **Administration**

Brunn updated the council on several items. The new mics and equipment to update the sound system for the council room was ordered. The hope is to have the equipment installed in the next couple months.

She also gave an overview of the proposed contract from the Tri-County Humane Society and asked for council direction. There are some changes to the new contract including another price increase. The city paid \$1,425 in invoices last year. It would have been more by five animals that were dropped off were reclaimed by the owners. The concern from staff is that more and more animals are taken to the shelter that the city must then pay for. Tri-County no longer asks residents for a portion of the fee and the city must pay the full amount each time an animal is brought in increasing city costs. Brunn said she spoke to the city attorney and the city isn't under an obligation to have a contract with the shelter, but does have an obligation to house dangerous dogs in a bite situation. Brunn said she asked Tri-County if the city could continue to use their services without a formal contract. She was told by the director that there would then be a 3-4 week waiting period and residents wanting to drop off animals would be told to contact city hall or the police department. Brunn also said that Tri-County even with a new contract would not confirm if the animal was actually found in city limits or in the county before accepting which could result in billing disputes. There aren't a lot of options for other shelters. Brunn said she didn't want the city to be in charge of its own shelter. The council will take a couple weeks to think about what they wish to do with the contract.

Discussion and questions followed. Mathiowetz expressed support for requiring residents to license their cats. Brunn suggested if a new contract was signed with Tri-County to put a cap in the budget and once it's reached then the city would no longer pay for additional animals. Gondeck stated he didn't support using city services to take animals to the shelter.

### **Old Business**

No old business.

### **New Business**

Voit addressed the council to discuss meeting times and workshop sessions. He suggested holding a 30-minute workshop prior to regular council meetings in hopes that would shorten the meeting times. Gondeck asked if that would be prior to every meeting or only as needed. Discussion and questions followed regarding the value of the workshops and when they would be appropriate to schedule.

Voit stated he believed regular workshops would encourage council members to bring up additional items or ask about certain topics above and beyond the regular council meeting agenda. It would give the council more time to discuss topics and find out what else is going on. There's a lot to be said about doing more than the status quo.

Brunn asked if it would be possible to reserve a spot on the agenda before or after the meeting for workshops. More discussion and comments followed. Brunn suggested using the 2<sup>nd</sup> meeting of the month time slot for workshops. Sometimes the EDA meets on those dates so it would be something to keep in mind. The council decided to leave it as is and have the workshop as an agenda item.

Discussion turned to community engagement. Voit expressed an interest in getting more input from residents and finding out how other cities do engagement.

Brunn said that when the city has done engagement sessions it's usually to work with existing events such as Party in the Park. It's hard to get people to come on a separate day. More discussion and questions followed.

#### **Mayor's Comments & Open Forum**

No one spoke.

Motion by Gondeck, seconded by Mathiowetz, to adjourn.

Motion carried, unanimous.

Meeting adjourned 6:30 p.m.



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Sarah A. Brunn, Administrator  
(Minutes By: Sara Judson Brown, Administrative Assistant)