



**City Council – Meeting Agenda  
March 4, 2025 – 5:30 P.M. – Foley City Hall**

1. Call the meeting to order.

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2. Pledge of Allegiance.
3. Approve the agenda.
4. Consent Agenda:
  - Approve minutes of February 18, 2025.
  - Adopt Resolution #2025-03 Gambling Premises Permit.
  - Approve payment of bills.
5. Mayor’s Comments & Open Forum
6. Department Reports:
  - Police Department/Administration –Katie McMillin
  - City Engineer – Jarod Griffith
  - Public Works/Fire – Mark Pappenfus
    - Update on wastewater forcemain odor issue.
7. Old Business
8. New Business
9. Adjourn Regular Meeting.
10. Workshop Session – Goals/Priorities – Next Steps?

CITY OF FOLEY, MINNESOTA  
CITY COUNCIL MEETING – February 18, 2025

The Foley City Council held its regular meeting at 5:30 p.m. on Feb. 18, 2025, at Foley City Hall.

~~Members Present: Mayor Brandon Voit and Councilmembers Jeff Gondeck, Deb Mathiowetz, Gary Swanson, and Stephanie Lloyd.~~

Members Absent: None

Brandon Voit convened the meeting at 5:30 p.m.

The pledge of allegiance was recited.

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

Motion carried, unanimous.

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

- Approve minutes of February 4, 2025.

Motion carried, unanimous.

**2025 Northside Improvements**

Jarod Griffith, City Engineer, directed the council to the plans in their council packet and gave an overview of the project. The project covers street reconstruction, sanitary sewer, watermain, storm sewer, and ADA improvements on existing 3<sup>rd</sup> Avenue from John Street to Murphy Street; existing 4<sup>th</sup> Avenue N from John Street to Norman Avenue N; existing Broadway Avenue N from state Hwy 23 to Penn Street; existing Murphy Street from 3<sup>rd</sup> Avenue to Broadway Avenue N; existing Parent Street from 4<sup>th</sup> Avenue N to Broadway Avenue N; and on existing 13<sup>th</sup> Avenue, Benton County Sections 25 and 26.

The project was initially in the 2009 CIP for construction in 2011 and has been bumped back several times for other priorities. The purpose of the project to improve streets, utilities, and drainage. There is also a deficiency with lead services that will also be addressed. Griffith gave an overview of the project area. Concerns about sidewalks and other feedback from residents was taken into consideration when preparing the plans. Parking issues were also addressed. Street design also addressed proper drainage.

Griffith added that staff had initial conversations with Benton County regarding their replacement of the box culvert in their area, but the county was not selected by the state to receive funds. The needed funding might not be available until next summer. There will need to be a slight adjustment to the connection while the city waits on the county. Questions and discussion followed. The bridge in the project area is also a county concern and not the city's.

Brunn added if the county gets their money the city could try to get it done in the fall. The box culvert is a small project. Staff didn't want to delay the entire project. Questions and discussion followed.

Griffith added that 13<sup>th</sup> Avenue overlay and drain tile would be included with this project. More discussion and questions followed. Public Works will begin to clear trees by the end of March in preparation for the project. More questions and discussion followed.

Brunn added that property owners will be required to replace their service laterals as part of the project. They can choose to do it on their own, but if they don't replace it the city will start to fine them based on the ordinance. This has been required during other projects. Brunn added that the city has fiber conduit in all sections of the city's portions of the project. Brunn also indicated that there may be a portion of 13<sup>th</sup> Avenue that the city will need to fund with cash. Staff is including everything at this point as recommended by the bonding agent.

Motion by Gondeck, seconded by Lloyd, to approve Resolution #2025-02 Approving Plans-Specs to Advertise for Bids.

Motion carried, unanimous.

### **Old Business**

Voit reintroduced the discussion on council priorities and goals including the city's 125<sup>th</sup> birthday celebration. He also mentioned the feedback that has been received from residents through social media. Discussion and questions followed regarding more specific ideas: fireworks, dunk tank, and celebrating the oldest Foley resident. Brunn suggested working with the Foley Fun Days planners to incorporate some of these ideas. More discussion and ideas.

Voit gave an overview of other priorities including development tools such as tax abatements and the upcoming TIF training for the council on March 13.

Mathiowetz asked if staff has heard back from the Tri-County Humane Society regarding the contract. Brunn stated she'd heard back from Purple Cat and had a good conversation. They will come back with more specific numbers. Brunn stated she didn't want the city to commit to Tri-County until staff had numbers from Purple Cat. They will help with spade and neutering of cats but they don't help with housing or adoption. Discussion and questions followed.

Voit asked if the RFP for the southside project was out. Brunn said it is out and staff has already gotten a few questions. She is also applying for state funds for housing.

### **New Business**

Gondeck shared that the corner building on 4<sup>th</sup> Avenue North (Terry's Tavern) is for sale and has recently gone down in price. The property could be of interest to the city. Voit added he liked the idea of redevelopment downtown. There are TIF opportunities. It could be advantageous for the city to purchase properties if they become available. Discussion and questions. Brunn said she could schedule a closed session so the council could discuss further in April. More discussion followed.

Brunn referred to a letter from Chief McMillin with feedback and growing needs for the department (storm sirens and squads) as population increases with the southside housing project. Discussion and questions followed regarding other city needs.

### **Mayor's Open Forum**

Paul Strand, 351 Dewey Street, asked the council about a rumor that the city may reverse its decision on cannabis licensing and take back joint powers control from Benton County.

Voit said this was a rumor. The county controls licensing and will allow up to four cannabis shops within all of Benton County.

Strand thanked the council and also complimented Public Works on their snow removal.

Voit thanked Foley Fire & Rescue first responders for helping on the call last Sunday for a family member.

Motion by Mathiowetz, seconded by Gondeck, to adjourn.

Motion carried, unanimous.

Meeting adjourned 6:40 p.m.

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

CITY OF FOLEY  
COUNTY OF BENTON  
STATE OF MINNESOTA

RESOLUTION 2025-03

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A RESOLUTION APPROVING THE MINNESOTA LAWFUL GAMBLING  
LG214 PREMISES PERMIT APPLICATION OF  
VETERANS SUPPORT BRIGADE

BE IT RESOLVED that the Minnesota Lawful Gambling LG214 Permit Application of Veterans Support Brigade to be used at Stone Creek Golf Course, 13050 65<sup>th</sup> Street NE, in the City of Foley is hereby approved.

PASSED AND ADOPTED by the City Council of the City of Foley this 4th day of March 2025.

\_\_\_\_\_  
Brandon Voit, Mayor

ATTEST:

\_\_\_\_\_  
Sarah A. Brunn, City Administrator

**BILLS LIST 3-4-2025**

Gross Salaries - Bi-Weekly & Semi-Annual	Payroll - 2/7/25	\$39,039.39
EFTPS	Federal Withholding	\$6,796.59
MN Dept of Revenue	State Withholding	\$1,354.37
State Treas. PERA	PERA	\$7,015.11
Nationwide	Deferred Comp	\$1,244.03
Pacific Life Ins	Roth IRA	\$100.00
Health Equity	HSA Contribution	\$1,990.08
MN Dept of Human Services	Child Support Garnishments	\$329.48
Gross Salaries	Payroll - 2/21/25	\$39,541.02
EFTPS	Federal Withholding	\$7,048.00
MN Dept of Revenue	State Withholding	\$1,458.58
State Treas. PERA	PERA	\$7,612.88
Nationwide	Deferred Comp	\$1,244.03
Pacific Life Ins	Roth IRA	\$100.00
Health Equity	HSA Contribution	\$1,990.08
MN Dept of Human Services	Child Support Garnishments	\$329.48
LELS	PD Union Dues	\$219.00

**Already Paid 3/4/25**

**TOTAL To Be Paid 3/4/25 \$0.00**

ALL FLAGS	CITY HALL AND PARK US FLAGS	\$222.23
AUDIO VIDEO EXTREMES	COUNCIL EQUIPMENT - MICROPHONE RACK	\$908.20
AUTO VALUE	FIRE ENGINE MAINTENANCE	\$76.33
BENTON COMMUNICATIONS	SEWER ODOR STRUCTURE	\$64.95
BENTON COUNTY ATTORNEY	1/25 PROSECUTOR FEES	\$407.00
BENTON COUNTY HIGHWAY DEPT	1/25 PD FUEL	\$915.80
BENTON COUNTY SHERIFFS DEPT	PD RECORD TYLER TECH	\$3,803.36
BOLTON & MENK	WASTE WATER EXPANSION	\$37,457.50
CENTRAL MCGOWAN INC	O2	\$144.28
CINTAS CORPORATION	PW UNIFORMS	\$489.10
CLOUDNET	2/25 SERVER FEE	\$10.00
COBORNS, INCORPORATED	MISC OFFICE SUPPLIES	\$79.31
CROSS CENTER	2025 ANNUAL CONTRIBUTION	\$500.00
CRYTEEL TRUCK EQUIPMENT	PW PICKUP PLOW CUTTING EDGES	\$2,246.83
CUSTOMIZED FIRE RESCUE TRAINING	FD TRAINING HAZ-MAT REFRESHER	\$550.00
EAST CENTRAL ENERGY	02/25 UTILITIES	\$2,088.00
FERGUSON WATERWORKS #2518	ARPA FUNDS - SEWER INFRASTRUCTURE	\$100,050.00
FIRST NATIONAL BANK OF OMAHA	02/25 CC INVOICES	\$3,330.35
FOLEY HARDWARE	PW SKIDLOADER, VEHICLE, PARK MAINT, TREE SERVICING	\$441.44
GOPHER STATE ONE CALL	01/25 EMAIL TICKETS & 2025 ANNUAL FEE	\$64.85
HAWKINS, INC.	WELL #5 CHEMICALS	\$1,105.70
HEALTH PARTNERS	03/25 HEALTH INS	\$20,457.41
HEALTH EQUITY	2/25 HSA ADMIN FEE 2024 DCFSA	\$5,037.85
HEALTHPARTNERS	02/25 PD MEMBER & NON-MEMBER EAP DAT	\$22.50
JM TRUCK AND TRACTOR	SNOW EQUIPMENT REPAIR	\$744.00
K&K TIRE & AUTO CENTER INC	2019 CHEV REPAIR AND OIL CHANGE	\$908.27
KM FIRE PUMP SPECIALISTS	FIRE ENGINE #5 MAINTENANCE	\$1,335.70
KRIS ENGINEERING	SNOW PLOW CUTTING EDGES	\$4,613.96
LITTLE FALLS MACHINE	FREIGHT FOR LOW REPAIR	\$17.86
MACQUEEN EQUIPMENT	FIRE MISC EQUIPMENT	\$381.24
MACQUEEN EQUIPMENT	FD 3 SETS TURN OUT GEAR	\$7,200.00
MARCO INC	2/25 COPIER LEASE	\$299.03
MIDCO	02/25 FD/PD/PW AND CITY HALL PHONE/INTERNET	\$1,038.81
MN DEPT OF HEALTH	2025 1ST QRT CONNECTION FEE	\$2,201.00
MN DEPT OF NATURAL RESOURCES	#ULA250212 - STONEY BROOK PIPE	\$1,000.00
MN DEPT OF REVENUE	01/25 WATER SALES AND USE TAX	\$475.00
MN DNR ECO-WATER-RES	2025 NORTHSIDE IMPROVEMENTS - DNR PERMIT	\$1,200.00
MSFDA	2025 MN FD SUBSCRIPTION	\$160.00
MURPHY CHEVROLET	1501 & 2201 VEHICLE MAINTENANCE	\$86.25
MURPHY CHEVROLET	FD PURCHASE 2025 CHEV SILVER	\$56,652.00
NANCY SCOTT / ALLSPEC SERVICES	2/25 INSP FEES	\$18,148.61
OFFICE STAPLES	OFFICE SUPPLIES, COPY PAPER, LABEL MAKER CARTRIDGE,	\$152.46
REVTRAK INC	01/25 CC FEES SEWER	\$1,973.87
RMB ENVIRONMENTAL LABORATORIES	MONTHLY WATER ANALYSIS SC WWTP EFF SAMPLING	\$443.09
SHIFT TECHNOLOGIES, INC	09/24 ANTISPAM OFF SITE BACKUP SERVER REPAIR	\$1,813.60
SHORT ELLIOT HENDRICKSON, INC	2025 LEAD SERVICE AND 2025 NORTHSIDE IMPROVEMENTS	\$66,336.37
STAR PUBLICATIONS	1/25 PUBLICATIONS - SUMMARY BUDGET & ZONING	\$249.48
STREICHERS	FD UNIFORMS	\$450.00
SUMMIT FIRE PROTECTION	2025 ANNUAL FIRE EXTINGUISHER INSPECT	\$760.50
TARGET SOLUTIONS LEARNING	FIRE TRAINING SOFTWARE	\$4,939.87
TIMMER IMPLEMENT, INC.	TN-60 NEW HOLLAND MAINT	\$144.05
TODD FOREMAN	FD LODGING FOR MSFCA TRAINING -ALEXANDRIA	\$376.68
USABLE LIFE	03/25 LIFE INSUR	\$297.00
VAN METER INC	SHED CEILING FAN AND MISC	\$300.93
VERIZON	02/25 FD/PD & SWS CELL PHONE	\$408.96
XCEL ENERGY	02/25 UTILITIES	\$10,432.38
ZIEGLER-CAT	906 CAT SNOWWOLF PLOW CUTTING EDGES & LIFT STATION MAIN	\$2,034.30

**TOTAL \$485,460.38**

**TO:** FOLEY CITY COUNCIL  
**FROM:** SARAH BRUNN, CITY ADMINISTRATOR  
**SUBJECT:** 03-04-25 -COUNCIL MEETING  
**DATE:** FEBRUARY 28, 2025

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*I will not be in attendance at the meeting. Chief McMillin will handle any relevant items in my report. I have also included an update on things I'm working on later in this memo.*

#### **Gambling Premises Permit**

Stone Creek Golf is requesting another change in their gambling premises permit. They have paid the appropriate fee and I have received the application. This would replace their current gambling club.

#### **Wastewater Forcemain Update**

The council has been updated a few times on the wastewater forcemain item. I have asked Bolton & Menk to provide a formal memo regarding the status since they are unable to be at the meeting. Mark can answer questions you may have.

#### **Tri-County Humane Society Contract/Purple Cats**

I left another message with the representative I had spoken with from Purple Cats regarding costs and options. I am waiting to commit to the Tri County contract until I know the purple cat's cost in case the council wanted to do a combination of the two. If anything comes in before council meeting, I will have Katie update you at the meeting.

#### **Housing RFP**

We have received a couple inquiries related to the housing RFP. It has been sent to numerous developers that the City and BEP had on file. We also posted to our city website, League of MN Cities and distributed to the Central MN Builder's Association.

#### **Council Goals/Priorities**

We would like to continue this discussion from last meeting and talk next steps. Chief McMillin will have a rough agenda of topics to discuss.

#### **Upcoming Reminders:**

**March 10, 2025 – Planning Commission Meeting**

#### **City Administrator Update**

City audit is scheduled for the week of April 7<sup>th</sup>. We do have a single line audit again this year which will require additional preparation and costs. The auditors will reach out to two councilmembers with questionnaires – please make sure you respond to them!

The planning meeting on March 10<sup>th</sup> will have an agenda item for new commercial project along Highway 25 and also a subdivision variance request in the city limits. In addition, planning has been working through parking ordinance changes and discussing other ordinance amendments.

I have been in contact with the architect from Benton County as they are planning to move forward with applications this spring for a new county building.

The utility rate study is underway. We are currently in the data collection process. The plan with this project is to have a final report by summer so we can incorporate the findings into the 2026 budget.

I did connect with Representative Schultz and let him know about our need for bridge funding as part of our 2025 Northside project. He will monitor the situation at the Capitol and also reminded us to reach out if there is anything else he can help us with.

We had a meeting with our returning pool manager this week. We will be starting the hiring process soon and are working on getting a WSI class option to train new instructors. I will keep you posted on the progress.

We have a new commercial project application in the OAA that I reference above with the planning update. Part of this project is a request for annexation and connection to city sewer. I have served notice on the township of our intent to annex this property and after 30 days the council can complete the action. The official action will be after the March 14<sup>th</sup> planning meeting.



Workshop Session – Goals/Priorities – Next Steps?

03/04/25

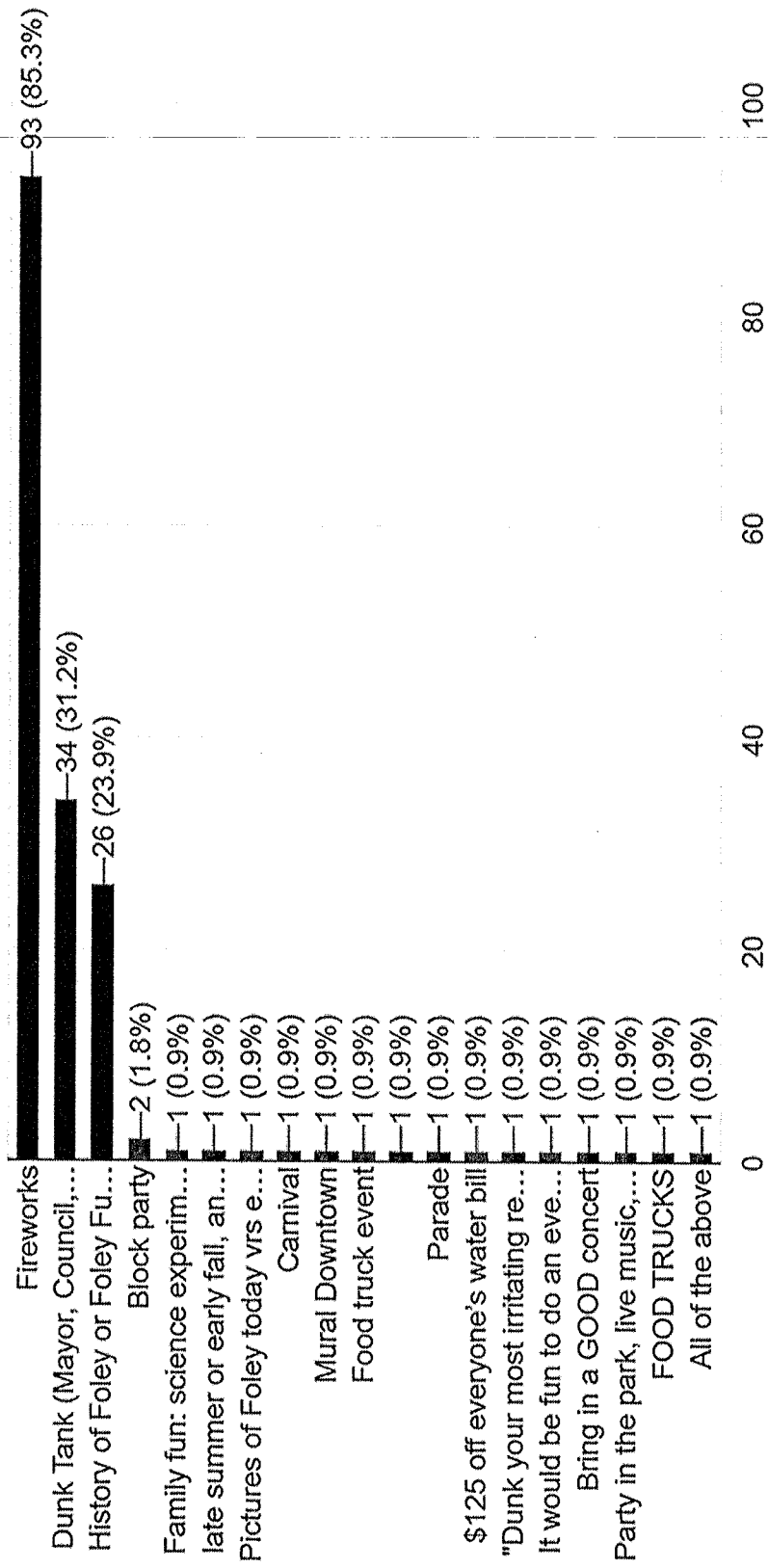
- Google Form Results - 125<sup>th</sup> Anniversary Celebration
  - Do you want fireworks for Fun Days – we should decide soon.
- Time capsule information/update
- Design Standards for Downtown – should this go to planning for discussion?
- Dog Park – and any options for off-leash area?

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- Chickens
  - Is there interest to again discuss?
  - Possibly something based on lot size – only allowing it with large lots?

Foley is celebrating it's 125th birthday! What do you think we should do to celebrate? Select any or all....

109 responses



## **Foley Forever, 125th Anniversary Time Capsule:**

Foley's 125th birthday is March 21, 2025. It was officially incorporated as a village in 1900. Hans Lammeman, the associate editor of the Benton County News, is spearheading a project to celebrate the anniversary and get the community involved along the way: a time capsule for Foley residents to open in the year 2100. The time capsule will be a gift from residents today for Foley citizens to open on the community's 200th anniversary.

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### **Where will the time capsule go?**

The capsule will be placed at Foley Land, the art installation at the intersection of Highway 25 and Highway 23 in Foley. The landowners have family ties to Foley since the early years of the community, and they do not plan to sell the land. Foley Land is completely free for the public to visit, and it is located at the junction of the busiest roadways in town.

### **What goes inside:**

- Letter from city leaders (describe the city today and vision for the future), with a picture of city council
- Letter from Students (describe what going to school in Foley is like today), with a photo
- Letter from local historian, Cecil Wade, explaining the changes she's seen in Foley up until today
- Star Publications 2025 Benton County Resource Guide
- Newspaper Clipping of Time Capsule Article (March 18 Issue)
- One time from Foley's Citizen of the Year that represents Foley
- Advertiser items

### **Why advertisers should participate:**

The story of Foley cannot be told without the entrepreneurs and business owners who provide goods, services and jobs to the Benton County Community. This is an opportunity for businesses and organizations to further tie themselves to the story of Foley.

Each advertiser gets an ad on the newspaper page featuring an article about the time capsule project, which will be placed in the capsule before it is sealed in March.

Each advertiser also gets to put a folded-up paper note in the capsule, and a small item. The item must be no more than 2 inches tall, and must fit within a 3.9 inch diameter. Examples of eligible items include folded up T-shirt, small booklet, small art piece, etc.

Note: Items must not be perishable. Notes must fit in 6.5 inch by 2.5 inch envelope.

### **Timeline:**

- All advertiser items must be dropped off at BCN office by Wednesday, March 12.
- Time capsule article and ads run in the March 18 issue.
- Time capsule gets sealed March 21, on the 125th anniversary of Foley
- Time capsule gets installed in Foley Land in June, for Foley Fun Days.

If you have any further questions, please call Hans at 320-968-7220 or 409-790-7777

**From:** [Hans Lammeman](#)  
**To:** [Sarah Brunn](#)  
**Subject:** Time Capsule Project Info, BCN  
**Date:** Tuesday, February 25, 2025 1:09:26 PM

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Good afternoon, Sarah,

Robin forwarded me your concern about the 125-year Foley time capsule and its placement outside of city limits in Foley Land.

I totally understand your perspective, and I hope this email and any necessary follow-up discussions will reassure you about the location. I was aware that Foley Land was outside of city limits when I pursued it as the site for the time capsule, but I put a lot of thought into the decision. I am very happy to discuss this topic with you, other city staff, and council members.

While technically just outside the city limits, Foley Land is certainly part of the community. It is a free art installation that attracts residents and visitors. Divers who visit Foley Land via Highway 23 must pass one of the future Welcome to Foley signs.

Foley Land already houses pieces of Foley history, like the wall from the former Foley High School building when it was downtown. The location is called Foley Land for a reason; it celebrates the community of Foley and is filled with work from local artists.

There are other examples of property and businesses outside of city limits being celebrated and cherished by the Foley community. The Foley Area Chamber of Commerce regularly hosts its Christmas party at the Sable Inn Bed & Breakfast, though it is not in city limits. This reinforces the idea that the city can support something outside of city limits, especially if the project is still Foley-focused.

Additionally, having a time capsule on city land, like a park, makes the area a target for vandalism, even if it is just curious kids at a park with a shovel. Foley Land has several signs posted that security cameras are on the premises, deterring any vandals. Having the time capsule in Foley Land will completely eliminate the risk of people digging up city-owned parkland to find it.

Ultimately, if the city wishes not to participate, we totally understand. This is simply an exciting project meant to celebrate Foley and give residents something to look forward to in 75 years. When community members open the steel capsule in the year 2100, they will open a portal to see what their home was like in 2025. We would greatly value and appreciate the city's participation in this project but understand if that is not the result.

Please let me know if you have any additional questions.

Best,

Hans Lammeman  
Staff Writer | Benton County News  
Office: 320-968-7220  
Cell: 409-790-7777