

Pursuant to due call and notice thereof, the Regular Meeting of the Deerwood City Council was held on February 2, 2026, at 6:00 p.m. in the Deerwood Auditorium Council Chamber.

**1. Call Meeting to Order**

Mayor John Taylor called the meeting of the Deerwood City Council to order at 6:00 p.m.

**2. Roll Call**

MEMBERS' PRESENT: Mayor J. V. Taylor, Council Member Ingersoll, and Voller.

ABSENT: Aulie and Millsop

STAFF PRESENT: Samantha Wodarz, City Clerk; Mark Taylor, Police Department; Patrick Radke, Public Works Department.

**3. Agenda**

**MOTION BY MEMBER INGERSOLL AND SECONDED BY MEMBER VOLLER TO APPROVE THE AGENDA. A VOTE: THOSE VOTING AYE: MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

**4. Consent agenda**

- a. Approval of Minutes- Regular Meeting January 5, 2026
- b. Approval of Claims/Financials
- c. Approval of Resolution 2026-04 Accepting Donation
- d. Approval of Resolution 2026-06 Insurance Renewal
- e. Approval of Resolution 2026-07 Bank Authorization

**MOTION BY MEMBER VOLLER AND SECONDED BY MEMBER INGERSOLL TO APPROVE THE CONSENT AGENDA AS PRESENTED. A VOTE: THOSE VOTING AYE: MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

**5. Public comments- NONE**

**6. Old business- NONE**

**7. New business**

- a. Consider Approval of waiving the Special Event Fee and Auditorium Rental Fee for the Outdoor and Guns Show.

Deerwood Civic and Commerce Association requested to have the Special Event and Auditorium Rental fees waived for the dates of May 1<sup>st</sup> through May 3<sup>rd</sup>, 2026.

The organization will be required to follow the standard rental procedures and non-profit documentation.

**MOTION BY MEMBER VOLLER AND SECONDED BY MEMBER INGERSOLL TO APPROVE WAIVING THE SPECIAL EVENT FEE AND AUDITORIUM RENTAL FEE, WITH THE CONDITIONS THAT THEY FOLLOW THE RENTAL PROCEDURES. A VOTE: THOSE VOTING AYE MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

- b. Cuyuna Lakes Chamber Events in the Auditorium-Aubrey Koop

Aubry Koop was unable to attend and will be added to March 2<sup>nd</sup> meeting.

- c. Approval to fix the water pump and replace the timing chain, along with other vehicle maintenance. Cuyuna County Auto Center estimate of \$3,240.11- Chief Taylor

Chief Taylor wanted to add that the cost will be below the approved amount, and it will be up to the cost of \$3,240.11.

**MOTION BY MEMBER INGERSOLL AND SECONDED BY MEMBER VOLLER TO APPROVE FIXING THE 2017 SQUAD FOR THE AMOUNT UP TO 3,240.11. A VOTE: THOSE VOTING AYE MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

- d. Approval of Resolution 2026-05 Amending Personal Policy Regarding Holiday Benefits for Scheduled Part-Time Employees-Personal Committee

**MOTION BY MEMBER INGERSOLL AND SECONDED BY MEMBER VOLLER TO APPROVE RESOLUTION 2026-05 AMENDING PERSONAL POLICY REGARDING BENEFITS FOR SCHEDULED PART-TIME EMPLOYEES. A VOTE: THOSE VOTING AYE MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

- e. Approval of Police Chiefs' Contract-Personal Committee

The police chief's contract is a four-year contract instead of the typical three, which is under the union.

**MOTION BY MEMBER INGERSOLL AND SECONDED BY MEMBER VOLLER TO APPROVE POLICE CHIEF 4-YEAR CONTRACT. A VOTE: THOSE VOTING AYE MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

- f. Road Project Update- Chad Katzenberger

Chad Katzenberger stated that they received the geotechnical report a week or so ago, and the engineers are using the report for the final design. They met with public works last week for additional discussion and input. Chad will be at the March meeting for approval of the draft.

## **8. Reports**

- a. Fire Department- Submitted Report

b. Police Department

1. Request to change the employment status of an officer from Full-Time to Part-Time

Chief Taylor stated that Officer Smith's one-year leave will be up on March 3<sup>rd</sup>, and he is seeking approval for Officer Smith to go from full-time status to part-time status.

**MOTION BY MEMBER INGERSOLL AND SECONDED BY MEMBER VOLLER TO APPROVE CHANGING OFFICER SMITH'S STATUS FROM FULL-TIME OFFICER TO PART-TIME OFFICER EFFECTIVE MARCH 3RD. A VOTE: THOSE VOTING AYE MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

2. Request to start the hiring process for 1 Full-Time and 1 Part-Time officer. Chief Taylor would like approval to start the hiring process for a full-time officer to fill Officer Smith's position. Taylor would also like to continue advertising for a part-time officer.

**MOTION BY MEMBER VOLLER AND SECONDED BY MEMBER INGERSOLL TO APPROVE TO START THE HIRING PROCESS FOR A FULL-TIME OFFICER AND CONTINUE ACCEPTING APPLICATIONS FOR A PART-TIME. A VOTE: THOSE VOTING AYE MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

c. Public Works Department- None

Clerk Wodarz stated that they have received the replacement part for the water tower and will be installing it in the spring.

d. City Clerk

Clerk Wodarz updated the council that the Audit will start the week of the 9<sup>th</sup> and will be in-house on the 11<sup>th</sup>. Wodarz discussed Caselle's "Clarity" Software. The City uses Clarity, the company upgraded to Connect years ago and no longer has support for Clarity users. The City paid for the Connect upgrade 4 years ago. There is a debate about whether the City must pay again. The office has spent over 30 hours with support trying to get the new MN Paid Leave and ESST on the payroll. The office was told by Connect Support that there is no way to get the new overtime pay added. Once we can get Connect, they will add it and have us amend all the pay periods from the 1<sup>st</sup> of the year.

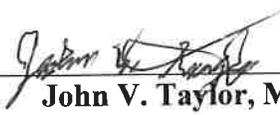
e. Mayor / Council Members

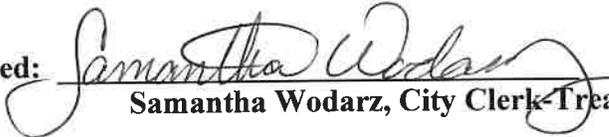
Mayor Taylor will be going to the Capitol on February 4<sup>th</sup>.

**9. Next meeting will be on Monday March 2<sup>nd</sup>, at 6 p.m.**

**10. Adjournment**

**THERE BEING NO OTHER BUSINESS TO COME BEFORE THE COUNCIL, A MOTION WAS MADE BY VOLLER AND SECOND BY INGERSOLL TO ADJOURN THE MEETING AT 6:40 P.M. VOTE: THOSE VOTING AYE: MAYOR TAYLOR, MEMBERS INGERSOLL AND VOLLER. THOSE VOTING NAY: NONE. THOSE VOTING NAY: NONE. MOTIONED CARRIED.**

Signed:   
John V. Taylor, Mayor

Signed:   
Samantha Wodarz, City Clerk-Treasurer