

June 16, 2014

CALL TO ORDER: Mayor Schmiedeberg called the meeting to order at 5:30 p.m. Council members present were Cindy Adams, Jim Erickson, Dan Goldstrand and Joyce Storeby. Also present were city employees Robert Anderson and Megan Hanson. Darlene Brown, Bob Haugen and Greg Sandahl were also present.

ADDITIONS TO THE AGENDA: Clerk reported one additional fire department application, Erickson to discuss fire department issues. **M/S/P –Goldstrand/Storeby** to approve the agenda.

PUBLIC FORUM: Darlene Brown reported that someone was driving a motorized scooter on the bike path. Clerk reported one water shut-off: Lenny Olson still owes \$100. Amy Norberg is to pay her bill in full on June 18, 2014. Erickson complemented Bob Haugen on how good the cemetery looks. Goldstrand mentioned that the Cemetery Board had received a letter stating it was the nicest cemetery they had ever seen.

APPROVAL OF MINUTES: Council reviewed the May 19, 2014 minutes. There were no additions or corrections. **M/S/P – Adams/Storeby** to approve the May 19, 2014 Minutes.

OLD BUSINESS:

- **Bowling Alley** – Council reviewed a letter the Clerk sent to Duella Foss letting her know that the building is still her responsibility until it is forfeited. The City did not receive a reply.
- **Employee Benefits** – Clerk presented an Employee Benefits Policy noting that the City policy now reflects the same amount of vacation time and same holidays as the County’s policy. **M/S/P – Erickson/Adams** to approve the Employee Benefits Policy with the following changes: to remove the following from the Funeral section: You may take one day with pay for any other funerals and to add the following to the Paid Holiday section: If an employee is not at work on a scheduled work day before or after a holiday and did not request it off, they will not be paid for the holiday. Clerk reported that she will be gone on July 3, 2014.
- **Timesheet Review** – Council had reviewed employee timesheets. **M/S/P – Erickson/Goldstrand** to allow Anderson to work 40 hours per week through October 1, 2014. Council discussed hiring someone at least 18 years of age to help Anderson with the mowing and painting curbs for 16 hours per week at minimum wage for two months. Council discussed advertising the part-time temporary position for two weeks and holding a special meeting to review applications on June 30, 2014. Council would not be paid for the special meeting. Council instructed the Clerk to advertise a Temporary Part-time Maintenance Worker Assistant position for two weeks in the North Star News. Position is 16 hours per week at minimum wage pay. The deadline for applications will be 5:00 p.m. on Monday, June 30, 2014. Clerk will post notice of the meeting.
- **Other** – Mayor Schmiedeberg suggested using a grinder for the sidewalks rather than replace sections. He has a grinder so the City would only need to order the blades. Clerk reported she

June 16, 2014

had checked with neighboring cities about cemetery policies, she read the replies she had received. Anderson Brothers installed the culvert on North Park Avenue. It had collapsed and was determined to be caused by Wagner Construction's poor work. Schmiedeberg had talked to Anderson Brothers about the culvert that runs east and west by the bars. It needs to be cut out, dug down and gravel placed on top rather than asphalt. They figured it would be roughly \$1000 to repair. Someone had mentioned that the culvert by Billy Olson's needs to be repaired as well. **M/S/P – Erickson/Goldstrand** to repair the two mentioned culverts. The City needs to order more gravel, Anderson will make a list of areas that are in need of it.

NEW BUSINESS:

- **Fire Department Applications** – Council reviewed two fire department applications from James Hayes and Brandi Veer. **M/S/P – Storeby/Adams** to approve the applications.
- **Building Permit Application** – Council reviewed a building permit application from Brain Phiefer to move a shed onto his property. He purchased the shed from the Zion Lutheran Church and plans to move it to where his wood pile is now. Council discussed that the area should be cleaned up and he should be certain it is being placed on his property. **M/S/P – Storeby/Erickson** to approve the application with the mentioned stipulations.
- **Veteran's Memorial** – Bob Haugen was present to let the Council know that the Veteran's Memorial Committee plans to meet at the Lake Bronson Community Center on Saturday, June 21, 2014 at 8:00 a.m. Haugen would like both the Mayor and Clerk to attend. Clerk will be out of town that day but Mayor will try to attend. Clerk reported that she had already sent the deed information to Bob Cameron. She will make copies of that information again and give to the Mayor to bring to the meeting. Bob Haugen left the meeting.
- **Other** – Council reviewed a notice from ND Sewage Pump that they are increasing their annual service contract from \$350 to \$400. They have not raised it since 1986. Clerk reported that Tatum Carlson is interested in adding on to the west side of her house, however there is a platted alleyway there. Clerk had spoke with the recorder who informed her that the City has never officially abandoned the alley. Council reviewed a letter from the attorney as well as information on street vacation. Council stated that Carlson should petition the Council to vacate the alleyway and that Carlson would be responsible for any fees involved. Council reviewed a thank you note for the Greenbush Vet for the annual pet clinic. Kathy Hanson had made a note on her water bill that the culverts need cleaning as they are plugged with leaves. Clerk reported that she will attend the mandatory clerk election training in Hallock on June 25, 2014. Angie Stromgren had asked the Clerk to find out if the youth group could bring in a pool table and set it up on the stage in the gym. Council is not opposed to having a pool table in the gym but not on the stage for safety reasons. Clerk explained that she had received a price quote from Neptune to re-establish maintenance for the software for utility billing. Clerk stated that she was quite unhappy as she was unaware that the City had ever even had this contract. She stated that it must

June 16, 2014

have started with the water project and she was under the impression that the City was already paying Banyon an annual support contract for that, however, there are two separate software companies, Banyon and Neptune. The quote to reinstate is \$2,250 which would be in effect until 5/31/17. If the City does not have a maintenance contract with Neptune and something goes wrong it will be extremely expensive to fix and without the contract there are no upgrades for the software. Clerk was unsure at this time as to what the City should do. Thul Specialty Contracting had sent an email stating that they will be in the area tomorrow and would like to stop to visit about any structural rehabilitation that may be needed for the sewer structures. Cenex prepay for propane is \$1.85 and it must be paid by July 1, 2014. The City prepaid for 4000 gallons last year. **M/S/P- Adams/Storeby** to prepay for 4000 gallons of propane at \$1.85.

• **Fire Department Issues** – There was discussion about using fire department equipment for personal use. Council agreed they need to have a policy and asked the Clerk to read through the old minutes to see if there ever was a policy made and to put it on the agenda for next month. **M/S/P – Erickson/Adams** to suspend Blair Schmiedeberg from the Fire Department for one year and he is not allowed in the buildings and not on the books for retirement because of unauthorized use of city equipment and liquor involved.

MAINTENANCE REPORT: Anderson mentioned that he only had two boxes of mosquito spray left. He will order more. Adams asked why the City doesn't charge residents for spraying like Greenbush does. Clerk reported that they have checked into it several times and that she did not think that it was legal to be charging for it. Adams told Anderson that he should order the mosquito dunks from Karlstad Hardware Hank as they will give him a deal on a case. Anderson stated that the ph levels were a little high at the ponds. Brad Glad is getting a kit to fix the urinal in the men's restroom at the Village Square as a pipe had busted. Anderson has turned the water on at the ballpark restroom. He mentioned that there is a little bit of water on the floor at the gym by the furnace, there needs to be a cap put on the exhaust for the chimney. There are still tv's outside the shop, Lester Wallenberg is suppose to come and haul them away as he wants the parts out of them. Greg Sandahl left the meeting. Erickson asked Darlene Brown what activities were going on for Bronsonfest, she replied a parade, basketball games, flea markets, food wagons.

BILLS TO BE AUDITED: The council reviewed the claims list for bills. Total claims were \$5,837.37 for the month. Fire Department bills totaled \$1,415.07. **M/S/P – Storeby/Adams** to approve the claims list and pay bills.

ADJOURNMENT: **M/S/P – Goldstrand/Storeby** to adjourn until the next special council meeting at 5:30 p.m. on Monday, June 30, 2014 to review applications for the Temporary Maintenance Worker Assistant position. Meeting was adjourned at 8:10 p.m.

City of Lake Bronson Council Minutes

June 16, 2014

Megan Hanson, City Clerk