

September 16, 2013

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

ADDITIONS TO THE AGENDA: Adams requested time sheet review, Clerk to discuss NWSC Wellness Incentive Program and Schmiedeberg to discuss Fire Department trucks. **M/S/P –Adams/Goldstrand** to approve the agenda.

BIDS ON HOBART REFRIGERATOR: The council reviewed one bid in the amount of \$18.60 on the Hobart Refrigerator. **M/S/P – Erickson/Adams** to reject the bid. After advertising for bids on Craig’s List, the Trading Post, the City’s website as well as posters being put up, the council decided to advertise the fridge for sale for \$200.

PUBLIC FORUM: Clerk reported three water shut-offs. Darlene Brown voiced concern with some of the properties in town which need to be cleaned up or mowed. Council discussed these matters; Clerk will send letters to four property owners giving them until October 1 to address the issues.

APPROVAL OF MINUTES: Council reviewed the August 19, 2013 minutes. After discussing how to change a sentence in the minutes, it was decided to just delete the sentence. Also, there should be mention of the City’s 110th Anniversary in 2015. **M/S/P – Goldstrand/Erickson** to approve the August 19, 2013 Minutes with the discussed corrections.

APPROVAL OF 2013 DELINQUENT GARBAGE ASSESSMENT ROLL: Council reviewed the list of all delinquent garbage assessments. **M/S/P – Erickson/Goldstrand** to approve the 2013 Delinquent Garbage Assessment Roll.

PROPOSAL FOR SANITATION SERVICE: The contract for sanitation services with Anderson Sanitation will end December 31, 2012. Clerk spoke with the attorney to ask if the city has to put out a request for proposals for that service. Attorney stated that it is not required. Council reviewed a proposal from Anderson Sanitation for collection services for 2014, 2015 & 2016 with no increase in prices. **M/S/P – Erickson/Adams** to approve the proposal from Anderson Sanitation. Council also received a franchise agreement with Anderson Sanitation to review at a later date.

CLASSIFICATION AND SALE OF TAX FORFEITED PROPERTY: Council reviewed a land classification form from the county containing descriptions of two tax forfeited properties in the City of Lake Bronson. Those properties are 238 Park Avenue and 328 S. 3rd Avenue. **M/S/P – Adams/Erickson** to approve the classification and sale of those properties.

OLD BUSINESS:

- **Woodcarvers Festival** – Clerk had contacted the attorney and council reviewed a letter from the attorney. It appears as though the city could make a donation for the Woodcarvers Festival under Minnesota Statutes 471.941, Appropriation for Artistic Activities. Council discussed possibly purchasing signs for the festival; council will contact the Friends of the Park to see what their interests are.
- **Other** – Still need to get dirt from Essential Landscapes for restoring yards from repairs. The compost area looks really good, should get all the extra dirt and stumps out of there. The lagoon has been sprayed four times, it needs to be burnt. Schmiedeberg will try to round up some help as they will need a burning permit and a nice west wind to burn it. There was discussion again about the camera at the village square; council would like to see what options are available.

NEW BUSINESS:

- **Trail Grant Application** – Clerk was contacted by the County Engineer to ask for a letter of support from the city. Kittson County has completed a trail grant application to resurface the bike path from the Museum to the State Park. The grant would cover 100% of the cost. Council agreed Clerk will send a letter of support on behalf of the city. There was a brief discussion about loose dogs on the bike path.
- **Building Permit Application** – Council reviewed a building permit application from Rick Shablow to add on a deck and finish siding. **M/S/P – Adams/Goldstrand** to approve the building permit for Shablow.
- **Minnesota Rural Water Association Training** – There is a wastewater training session in Stephen on September 25, 2013. There is no charge for the session. **M/S/P – Adams/Goldstrand** to send Robert Anderson to the training.
- **LMC Regional Meetings** – Clerk provided information on some regional meetings put on by the League of Minnesota Cities. Clerk stated she was not too interested in going but mentioned these are great training sessions as she has been to them in the past. The closest meeting is on October 8, 2013 in McIntosh, MN. **M/S/P – Erickson/Adams** to send the clerk to the regional meeting in McIntosh.
- **Time Sheet Review** – Adams requested to review timesheets for the last month and inquired about Anderson being able to use time off if needed. Clerk reported that Anderson earns sick and vacation time each month but is unable to use it until after his six month probation period. Anderson does have about twenty extra comp hours in at this time which he can use now to take time off if needed. Both the Clerk and Anderson are on 32 hour weeks. Council discussed the possibility of having the Maintenance Worker position be 40 hours per week during certain times of the year. Erickson expressed concern that the city would then also have to have the clerk at 40 hours per week. Clerk stated that they would not have to give her 40 hours per week but they

must pay the Clerk at least as much as the Maintenance Worker to be in compliance with the pay equity law.

• **NWSC Wellness Incentive Program** – Clerk provided the council with some information on the Wellness Incentive Program through Northwest Service Cooperative. Each employee who completes an online health assessment will receive a \$200 incentive towards the health insurance premium. Clerk also reported that the health insurance premium will increase by 4.5% for 2014. The city has agreed only to pay \$300 per month per employee, so the increased cost is to the employees who will pay \$41.00 per month rather than \$26.50. The city will also be receiving a refund of \$2,762 as claims were less than expected for the year. **M/S/P – Goldstrand/Adams** to enter into an agreement with NWSC for the wellness incentive program.

• **Fire Department-** Schmiedeberg mentioned that the Fire Department has a chance to replace a couple of trucks. They are looking at purchasing a 2004 and a 2008 Freightliner at \$3500 a piece. They may change out two trucks for two trucks or sell one to pay for the other two. The trucks would be newer models and have fewer miles. Although Adams made a motion and Erickson seconded, both Schmiedeberg and Goldstrand abstained from voting as they are members of the fire department, so there was no quorum on the vote. It will be tabled until next month's meeting.

BILLS TO BE AUDITED: The council reviewed the claims list for bills. Clerk reported one addition to North Kittson Rural Water for \$1638.92 for August water usage. Total claims were \$5,018.54 for the month. Fire Department bills totaled \$1,176.16. **M/S/P – Goldstrand/Adams** to approve the claims list and pay bills.

ADJOURNMENT: **M/S/P – Goldstrand/Erickson** to adjourn until the next regular scheduled council meeting at 5:30 p.m. on Monday, October 21, 2013. Meeting was adjourned at 7:00 p.m.

Megan Hanson, City Clerk