

## City of Lake Bronson Regular Council Meeting Minutes Amended

September 21, 2020

**CALL MEETING TO ORDER:** Acting Mayor Skip Strom called the meeting to order at 5:30 pm. Mayor R. Rector was absent. Council members present were: Kowaliuk, P. Shablow, P. Matthew. City employees present were S. Lund & B. Anderson. Public present was D. Brown.

**APPROVAL OF MINUTES:** Shablow made a motion, Kowaliuk seconded, to accept the minutes of the August, 17, 2020 council meeting. **M/S/P – Shablow/Kowaliuk/Matthew.**

**CITIZENS CONCERNS/COMMENTS:** Brown asked why D. Foss' yard. Strom said he had talked to Foss earlier in the day and Foss had called for a dumpster. Brown also asked about D. Norberg's property being clean up. Strom said M. Norberg has been working on it and will be cleaning. Kowaliuk said that she had received some complaints on the sidewalk in front of Bronson Market being uneven, and is scared people will trip and get hurt. Kowaliuk also said the cement in front of the whole village square is unlevel and needs to be repaired. Anderson will look into this, and see what can be done. Kowaliuk also stated that some signs in town need to be straightened. Anderson said he would take care of them. Kowaliuk said the trusses in the Village Square are in poor shape, and should be painted next year. Strom stated that the city should clean up around the outside the village square. Matthew said we should power wash the whole place, and should look into getting hexagon tables for the village square. Kowaliuk inquired about late fees for the water bills needing to be put into a fund for the sewer. There were no further comments on this.

**OLD BUSINESS: Yard cleanups** - Tabled. **Lagoon Fences:** The clerk said we had received no bids. Shablow said to run the ad in the middle of October in the newspaper for 2 weeks. Kowaliuk suggested asking for bids on Face book and the Wiktel web sites. **Housing Grant:** Brown said they will be coming to work at her house in the next few weeks. **Playground:** Shablow said to table it until spring when there is more time to work on it. Kowaliuk said we should have a sign at their playground that says it is not sanitized. The clerk said she will look in to getting a sign. **South/West garage door opener at city shop:** Strom said the door is here, but he needs help to install it. Matthew's said he could help Strom install the garage door opener in the shop later this fall. **Culverts on 3rd & 4th Ave:** Anderson's Construction have been in to look at the culverts, but have not fixed them. **Resident taking gravel & smoothing out roads:** Strom read the letter from the Cities attorney in respect to the councils request to change an old ordinance. Kowaliuk said if there is a road issue, residents should contact a city employee and maintenance will take care of it. Matthew asked how the hole at the compost site was. Anderson said he has been hauling black dirt to form a base and will fill it with gravel after the black dirt settles.

**NEW BUSINESS: Resolution to approve Tax Levy:** Shablow made a motion, Kowaliuk seconded, to approve the 2021 Tax Levy. **M/S/P – Shablow/Kowaliuk/ Matthew.** **Delinquent garbage accounts from Anderson Sanitation:** The council reviewed the delinquent garbage bills. Kowaliuk made a motion, Shablow seconded, to approve the Delinquent garbage accounts on the homeowners taxes. **M/S/P – Kowaliuk/Shablow/Matthew.** **NW Regional Safety Group/Safety Committee meeting September 16:** The clerk reported that social distancing was observed during both meetings. Maintenance personal were trained on confined spaces and the safety committee was informed about flammable liquids and high pressure vessels. Anderson reported that on October 13th Minnesota Rural Water Association will be performing a smoke test in the sewer lines in Lake Bronson. Kowaliuk asked this to be put on face book and the Wiktel web site. **Water bill collection:** Shablow said she has had several complaints from residents about the city having a council member collecting water bill money and citizens feel it is illegal for a council member to do this. It was also stated by some that money residents gave to the council member had been mixed up with the council members rummage sale money. Shablow stated that since we cannot shut off residents water during COVID-19, door to door collection should stop. Strom also stated that he had complaints and agreed that we should stop having a council member collect water bills. Matthew agreed. Kowaliuk said that there are \$5.00 late charges on some accounts that need to be removed. Shablow said residents should be calling the clerk about this, as it is the clerk that needs to be aware of the situation and is the one to make the corrects where needed. Shablow made a motion, Kowaliuk seconded, to reinstate the late charges and change them to \$3.00 per month. Even if the individual is making payments on their bill, as long as the bill is not current there will be a \$3.00 late fee assessed. **M/S/P –Shablow/Kowaliuk/Matthew.** **Pledge of Allegiance:** Kowaliuk made a motion, Shablow seconded, that the council should say the Pledge of Allegiance at the beginning of the council meetings. **M/S/P – Kowaliuk/Shablow/Matthew.** **COVID-19 expenses:** The clerk listed item the city could purchase with the COVID-19 money from the government. They were as follows; Dutch doors for the clerk's office and the kitchen, sanitizing supplies, eye wash stations along with eye wash signs for the city shop and the community center, women's lav faucet, pellets and distilled water for the sanitizing gun. Shablow made a motion, Matthew seconded, to approve the COVID-19 expenses the clerk listed. **M/S/P – Shablow/Matthew/Kowaliuk.** **Residents water bill:** The clerk explained that she noticed a residents water bill had a charge on it that was the wrong dollar amount, from the time the residents moved in until July of this year. The clerk researched this and the city must pay them back with the interest at the current rate. Shablow made a motion, Matthew seconded to return the money to the resident. **M/S/P – Shablow/Matthew/Kowaliuk.** **Missing files** The City Clerk reported to the council that she noticed that all of the financial reports from 2015 are missing from the council packets in the office files. Kowaliuk responded and said that she had them, and the clerk asked how when she wasn't even on the council in 2015. Kowaliuk then stated that if she didn't have them, she knew that Verlene Hill had them and she would get them copies for the Clerk. Shablow stated that since items are missing from the office, a camera should be installed so we can see who is going in the clerk's office after hours. Kowaliuk felt there was no need and that the city does not need another monthly expense and there are already too many cameras. The clerk informed the council that there is no monthly fee, just the initial cost of the camera. Matthew stated that he also agreed that a camera should be installed to prevent this from happening again. Shablow made a motion, Matthew seconded, to approve the installation of a camera with Kowaliuk not approving. **M/S/P – Shablow/Matthew/Kowaliuk abstained.**

**MAINTENANCE REPORT:** Anderson reported that the water and sewer samples have been sent. The fire hydrants need to be flushed before it freezes. Anderson already mentioned the smoke test. Strom said the sweeper should be fixed soon.

**CITY BILLS/CLAIMS TO BE AUDITED:** Shablow made a motion, Kowaliuk seconded, to pay the City claims. **M/S/P – Shablow/Kowaliuk/Matthew.**

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**FIRE DEPARTMENT BILLS/CLAIMS TO BE AUDITED:** The clerk added another claim. Shablow also added another claim for the fire department. Kowaliuk made a motion, Matthew seconded, to pay the Fire Department claims. **M/S/P – Kowaliuk/Shablow/Matthew.**

**ADJOURNMENT:** Shablow made a motion, Kowaliuk seconded, to adjourn the meeting at 7:20 p.m. **M/S/P – Shablow/Kowaliuk/Matthew**

The next regularly scheduled Council meeting will be on October 19, 2020 at 5:30 pm.

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Sandra Lund, City Clerk