

City of Lake Bronson Regular Council Meeting Minutes

April 20, 2021

CALL MEETING TO ORDER: Mayor R. Rector called the meeting to order at 5:38 pm. Council members present were, C. Strom, S. D. Shablow, P. Shablow, J. Frei. City employees present V. Lundberg, B. Anderson, S. Lund was absent. Public present was: L. Kowaliuk.

The Pledge to the USA flag was given.

APPROVAL OF MINUTES: P. Shablow made a motion, C. Strom seconded, to accept the minutes of the March 15, 2021 council meeting. **M/S/P – P. Shablow/C. Strom/All.**

CITIZENS CONCERNS/COMMENTS: D. Brown sent a letter to the council asking the council about holes by the city shop and street by R. Shablow's. Strom said he would fix the hole by the city shop. Kowaliuk asked about software contracts needing to be renewed for water meters. City clerk will check into this.

OLD BUSINESS: City Shop Garage Door & service the lawn mower: Waiting for parts to arrive for the door opener. The lawn mower has been serviced. **Custodian Hourly:** P. Shablow questioned if the custodial wage position should be moved to an hourly position. D. Shablow made a motion, C. Strom seconded to move the custodians position to hourly. **M/S/P – D. Shablow/C. Strom/All.** Wages were tabled until next month and the wages will be discussed. Lundberg asked the council if we could discuss her job description. City attorney G. Hanson arrived at the meeting.

D. Shablow made a motion, J. Frei seconded, to close the regular city council meeting, and to open a closed meeting called by the custodian. The room was cleared at 5:50 pm. **M/S/P – D. Shablow/J. Frei/All.**

A closed meeting of the Lake Bronson City Council was called to order at 5:50 p.m. on Monday, April 19, 2021. Members present were: Strom, Frei, D. Shablow, P. Shablow and Mayor Rector. Absent: S. Lund. Also present was Vicki Lundberg, custodian, and city attorney George Hanson.

The reason for the meeting was Lundberg had concerns of HIPAA violations about the letter she presented to the council from her doctor. She stated that she knew that the letter had been read at the last council meeting. Attorney George assured her that he had seen the letter and that the city had not violated and HIPAA rules.

There being no further business, the meeting adjourned at 6:02, on a motion by Frei, and seconded by D. Shablow. All members were in favor.

P. Shablow made a motion, C. Strom seconded to resume the regular city council meeting resumed at 6:02 pm. **M/S/P – P. Shablow/C. Strom/All.**

OLD BUSINESS: Custodian, Conversation resumed on the custodians job description. She wanted to know why she couldn't obtain her own cleaning supplies and wanted to use a different mop and bucket. Mayor Rector suggested she put a list together for supplies and the city would get the supplies for her. She was also asked to use the existing cleaners until they are gone. Strom confronted Lundberg about activity seen on the camera with her slamming chairs? Lundberg denied doing that and the council stated that doing that on the floor was not going to make it last.

Robert Anderson: Informed the council due to doctor's orders he would not be resigning from his position. He will still do the water testing and help train in the new employee. The council stated that the clerk can start advertizing in the Enterprise for the position.

Kowaliuk's water meter: Kowaliuk still wants her meter checked. Her house on main street meter needs to be checked. **Flags for light poles:** C. Strom showed the council the new ones he said they are 3x5 is \$32.99. Rector is going to order one and see if it is comparable at \$22.00. **Vehicle maintenance logs:** Were brought in for maintenance to use. **Valley Vision payment:** Is being received from workman's comp. **Lagoon Fences:** R. Rector has contacted Paulson's Fencing and left a message. **Yard clean ups from 2021:** Letters need to be sent out to some individuals. **Playground (pea rock under swing):** Pea rock will be put around the equipment. R. Rector will talk to Jerry Vanderlinde about how much for pea rock. **Culverts on 3rd & 4th Ave also Culvert 1st & Kittson Street:** C. Strom left a message for Anderson's to come and fix. **Trimming trees hanging over roads:** R. Rector will take his equipment and he and D. Shablow will go around and trim the trees. **Gym door:** Needs to be replaced. Put ad in paper to replace gym door. **Clerk's & treasurer's job descriptions:** Tabled. **Employee Policy Book:** Tabled.

NEW BUSINESS: Schedule City Clean Up Days: The clerk will check for dumpster availability either June 1st & 2nd or June 8th & 9th. C. Strom will check with Coffield and Gudmundson. **Village Square wiring:** Strom said that he talked to Chris about the outlets and he suggested to wait until they go out to replace them. **Strom's hours:** D. Shablow made a motion, J. Frei seconded to pay C. Strom for hours presented to the city at a rate of \$15.00 per hour. **M/S/P – D. Shablow/J. Frei/All.** Ottetail to turn on the power at the village square June 1, 2021. **Interim Financial Report in council packets:** D. Shablow made a motion, C. Strom seconded to approve the Interim Financial Report. **M/S/P – D. Shablow/C. Strom/All.** **Board of Appeal & Equalization meeting April 26, 2021 10:00-10:30 am at the Community Center.** **Street Dance & Rib cook off July 31, 2021:** D. Shablow made a motion, C. Strom seconded to approve the rib cook off and street dance on July 31, 2021. **M/S/P – D. Shablow/S. Strom/All.**

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Water Meters not working: C. Strom is working on getting them fixed. R. Rector suggested having C. Strom make a list to get all meters checked and fixed. **Lori DeMaine's water meter & bill adjustment:** C. Strom made a motion, J. Frei seconded, to adjust L. DeMaine's water meter to minimum usage cost until her meter is replaced. **M/S/P – C. Strom/J. Frei/All** **Pet Clinic at the Fire Department on May 20th from 5-7**

MAINTENANCE REPORT: C. Strom reported that all tables are here and they need to be put together. The leaf blower is in. Repairs need to be done to the Dodge pickup. Everything else is going ok. Mosquito spray is in. The curb stop at the Veteran's Memorial was hit by the snow plow and needs to be fixed.

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

FIRE DEPARTMENT BILLS/CLAIMS TO BE AUDITED: D. Shablow made a motion, J. Frei seconded, to pay the Fire Department claims. **M/S/P – D. Shablow/J. Frei/All.**

ADJOURNMENT: J. Frei made a motion, C. Strom seconded, to adjourn the meeting at 7:16 p.m. **M/S/P – J. Frei/C. Strom/All.**

The next regularly scheduled Council meeting will be on May 17 at 5:30 pm.

P. Shablow, City Council Member