

## City of Lake Bronson Regular Council Meeting Minutes

September 20, 2021

**CALL MEETING TO ORDER:** Mayor R. Rector called the meeting to order at 5:30pm. Council members present: C. Strom, D. Shablow, J. Frei, P. Shablow. City employees present: S. Lund, V. Lundberg, R. Masloski. Public present: L. Klegstad, Cole Nelson.

**The Pledge to the American flag was given.**

**Approve Minutes:** P. Shablow made a motion, C. Strom seconded, to approve the August 16, 2021 City Council Meeting minutes.  
**M/S/P – P. Shablow/C. Strom/All.**

**Cole Nelson with MNDOT Needs/Utility Replacements:** Nelson asked if the city needs to replace sewer or water lines. Nelson said the MNDOT could cut the cost of installing sewer pipes. Nelson said the city should figure out how many crossings need to be replaced. MNDOT would like to know in 6 months what the city would like. Nelson also said MNDOT has some ideas. One option is that the west side walk is narrow, it has to meet ADA regulations and needs to be 5 foot wide. Nelson asked if the city was interested in replacing storm sewers as needed. There would be a walkable shoulders as needed.

**CITIZENS CONCERNS/COMMENTS:** L. Klegstad asked about the crossing at Main and 2nd repair. C. Strom will look into this.

### OLD BUSINESS:

**South/West garage door opener at city shop - Part on back order:** Masloski said it is fixed and working.

**Lagoon Fences:** C. Strom said he will use his brush mower to cut down the cattails before the fence can be worked on. C. Strom said the lagoon will be sprayed for weeds soon.

**Culverts on 4th Ave - on hold:**

**Gym door:** The clerk had contacted B. Toomey and he said as soon as the second door comes in, he will install both doors in the gym.

**Change Eaves on Community Center:** P. Shablow made a motion, D. Shablow seconded, to accept the first option from B. Toomey to replace the gutters on the East side of the community center to divert the water elsewhere. **M/S/P – P. Shablow/D. Shablow/All.**

**2021 Yard cleanups - Condemning a house:** Tabled until Jan of 2022.

**American Rescue Plan Act - We have received \$10,846.25 that must spend by Dec. 31, 2021:**

**Angle box scraper:** C. Strom said the scraper is almost ready to use.

**Employee Review & Performance Policy:** P. Shablow made a motion, J. Frei seconded, to accept the employee review. **M/S/P – P. Shablow/J. Frei/All.**

**Employee Pay Structure:** D. Shablow made a motion, C. Strom seconded, not use the pay structure. **M/S/P – D. Shablow/C. Strom/All.**

**Employee Policy Book:** P. Shablow made a motion, D. Shablow seconded, to accept pages 1-4 of the employee policy book as changed by the council. **M/S/P – P. Shablow/D. Shablow/All.**

**Replace carpet outside west door of community center:** P. Shablow made a motion, J. Frei seconded, for R. Masloski to remove the carpet and try to patch the ramp. **M/S/P – P. Shablow/J. Frei/All.**

### NEW BUSINESS:

**Sealed bids for unused city machinery:** C. Strom would like to wait until October to put the machinery out for bids, to make sure the new box scraper works well.

**Delinquent garbage accounts from Anderson Sanitation:** P. Shablow made a motion, C. Strom seconded, to approve the delinquent garbage accounts from Anderson Sanitation. **M/S/P – P. Shablow/C. Strom/All.**

**Safety Meeting in Karlstad Sept. 15, 2021:** The clerk reported on the safety meeting she attended.

**Safety Training:** The clerk reported that two people have not done the required safety training. V. Lundberg said she was not paid for the first meeting she attended. The clerk found her pay stub for that time, and mayor R. Rector and council member P. Shablow confirmed she was paid. V. Lundberg said she does not have a computer or tablet at home. Mayor R. Rector said V. Lundberg could do the training in the clerk's office in the next month.

**50/50 Safety Grant = Fire extinguishers, not an exit sign, exiting doors:** D. Shablow made a motion, J. Frei seconded, for the clerk and maintenance to purchase safety supplies needed. **M/S/P – D. Shablow/J. Frei/All.**

**4imprint items:** P. Shablow asked the clerk to check and see if a City could do this.

**Water restrictions on water bills:** The clerk asked about noting on water bills that there are restrictions on the water from the DNR. The council told the clerk to do this.

**Tax forfeited property:** P. Shablow made a motion, J. Frei seconded, to sign off on the property 121 South State Avenue for tax forfeiting. **M/S/P – P. Shablow/J. Frei/All.**

**MAINTENANCE REPORT:** Masloski gave a report of what he has been doing the last month and brought up some concerns to the council. Masloski will service the plow truck. He will rain and blow out the village square water lines. Masloski asked P. Shablow if we could store the Lion's items in the gym, either under the stage or on top of the stage. P. Shablow that would be fine. Masloski said the River Street sign needs to be put up by the DAC another sign on Marshall Street is down. Masloski was told to put these signs up. C. Strom said he will show Masloski how to flush the hydrants. Notices will be put up prior. R. Rector said on the west side of the apartments needs to be mowed. C. Strom said he felt that since Masloski took time off for his father's funeral the City should pay him for 3 days funeral leave per the current Employee Manual. P. Shablow made a motion, C. Strom seconded, to pay Masloski for 3 days funeral leave. **M/S/P – P. Shablow/C. Strom/All.**

City of Lake Bronson Regular Council Meeting Minutes

September 20, 2021

Council member J. Frei left the meeting at this time.

**CITY BILLS/CLAIMS TO BE AUDITED:** P. Shablow made a motion, Lundberg said 5 chairs do not have booties. the clerk said she had given Lundberg an extra package of them. Masloski will bring them over. C. Strom seconded, to approve the city claims. **M/S/P – P. Shablow/C. Strom/D. Shablow.**

**FIRE DEPARTMENT BILLS/CLAIMS TO BE AUDITED:** P. Shablow made a motion, C. Strom seconded, to approve the Fire Department claims. **M/S/P – Shablow/C. Strom/D. Shablow.**

D. Shablow said an old principal had contacted him about the old score board in the gym. P. Shablow made a motion, D. Shablow seconded to donate the old score board to the old principal from the gym. **M/S/P – Shablow /D. Shablow/C. Strom.**

**ADJOURNMENT:** C. Strom made a motion, P. Shablow seconded, to adjourn the meeting at 7:15 p.m. **M/S/P – C. Strom/P. Shablow/D. Shablow/All.**

The next regularly scheduled Council meeting will be on October 18, 2021 at 5:30 pm.

---

Sandra Lund, City Clerk