

The monthly Browerville City Council Meeting for February met at City Hall on February 10, 2016 and was called to order at 7:00 p.m. Members Heid, Iten, Wieshalla, Fenner and Santer were present. The meeting opened with the Pledge of Allegiance.

**Consent Agenda:**

- A) Approval of Minutes of the January 13, 2016 meeting
- B) Payment of Claims in the amount of: \$185,453.30
- C) Building Permits: None

Motion by Wieshalla second by Iten to approve the Consent Agenda as presented. CU

**Department Reports:**

**Liquor Store:** Liquor Store Manager Angie Benning was present to update the Council. Benning reported that the new shelving unit was completed. It was built by Ryan Spandl with Spandl donating the time and the City paying for the materials. Benning will look into different types of lighting for the display area. Council reviewed with Benning the two quotes received for under the counter beer coolers. Quotes were from Britz Equipment \$3,600.72 and Nathe Refrigeration \$3,607.03. After discussion it was decided to accept the quote from Nathe Refrigeration as they provide the Liquor Store with its maintenance and repair. Motion by Iten, second by Santer to accept the quote for the purchase of the new coolers from Nathe Refrigeration. CU

**Public Works:** Bob Heid informed the Council that the City has received the \$10,000 reimbursement from MnDOT for the repairs to Gillis Avenue for damage done during the 2014 Project.

**Fire:** Fire Chief P.J. Sutlief and Firefighter Bob Toews were present at the meeting. Council was asked to approve the continuing participation of the City in the Todd-Wadena Counties Mutual Aid Agreement. Motion by Iten, second by Fenner to approve the agreement. CU

Bob Toews informed the Council that after discussion the Fire Relief Association members have agreed to recommend to the City Council that the Browerville Fire Relief Association funds be transferred into the Public Employees Firefighters' Retirement Fund. It was mentioned that some members of the Association wanted to increase the annual benefit due to the fact that the Relief Association has excess funds. Council felt that any additional increase at this time was not warranted. Motion by Heid, second by Santer to approve moving the Fire Relief funds into PERA. Voting for the motion: Heid, Santer and Fenner. Abstaining due to a conflict of interest: Iten and Wieshalla. Motion passed.

Motion by Wieshalla second by Fenner to approve Department Reports. CU

**Other Business:**

**Industrial Park –** Council heard that Mr. Ryan Spandl who is purchasing the three lots at the south end of the Industrial Park would like an extension on the one year to complete building clause in the proposed purchase agreement due to funding. After discussion the Council determined that Mr. Spandl would be granted an extension that required the building be completed within a three year time frame. Motion to approve the purchase agreement with a three year to completion for Ryan Spandl by Fenner, second by Wieshalla. CU

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Industrial Park Utility and Street Improvements – Council heard that both Mr. Spandl and Mr. Mast were concerned that if they installed wells and septic systems, due to the fact that the City does not have water and sewer available to the lots, that the City might undertake the improvements within a few years of their purchase. Motion by Wieshalla, second by Iten to add a clause to the purchase agreements that the City would not undertake utility and street improvements without a petition for said improvements by three quarters (3/4) of the lot owners of the Industrial Park. CU

Feasibility Study for the Proposed 2018/20 Improvement Project – Council heard that the first step in an improvement project was calling for a Feasibility Study to be created by the City’s engineers. The Feasibility Study does not guarantee that the project will take place but it does provide the financial data on which the Council would rely when deciding whether or not the project was financially feasible for the City. Motion by Wieshalla, second by Iten to approve Resolution 02102016 Calling for the Preparation of a Feasibility Study for the 2018/20 Improvement Project. CU

Direct Deposit of Payroll – Council heard that some of the City staff were inquiring as to whether or not the City could do direct deposit of payroll checks. The cost of this to the City is approximately \$350.00 per year. Motion by Iten, second by Santer to approve the City paying all employees by direct deposit. CU

Resolution 02102016A – Vacation of Alley – the City Council held a public hearing at 6:45 prior to the Council meeting to gather input into the proposed vacation of the alley intersecting the property purchased by Three Star Construction on 6<sup>th</sup> Street E. No one spoke against the vacation of the alley. Motion by Wieshalla, second by Fenner to approve Resolution 02102016A calling for the Vacation of the alley. CU

**Dialogue Items:**

Flooring for City Hall – Council heard that the carpet is shredding in the Administrator’s office, the cold air return in soaking the carpeting in the hallway and there are burns in the carpeting in the Council Chambers. A rough quote of \$6,500.00 was received for flooring replacement from Browerville Hardware. Council requested that a firm quote be determined with non-porous flooring in the hallway, from the entry to the hallway and carpeting in the Council Chamber area and both offices.

Council discussed the need to review the Sidewalk Policy before any improvements were made to Gillis Avenue due to the fact that there is more foot traffic on the street than was originally thought when the Policy was created.

Local Purchase: 91%

Adjournment: Motion by Wieshalla second by Iten to adjourn the meeting at 8:05 p.m.

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Lynn Fabro  
City Administrator

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Bob Heid  
Mayor