

The monthly Browerville City Council Meeting for August met at City Hall on September 12, 2018 and was called to order at 7:00 p.m. Members Heid, Iten, Fenner and Santer were present. The meeting opened with the Pledge of Allegiance.

Visitors: Nikki Deyle, Candidate for County Commissioner was present at the meeting to introduce herself.

Dale Gimbel was present to discuss his lot on 4th St. W. Mr. Gimbel complained that the value of his lot would go down based on the City centering the new street in the middle of the right-of-way and lowering the street. Mr. Gimbel stated that he did not want anyone on his property but gave permission for the construction crews to reshape the front of his lot to meet the street.

Council crossed the street to 525 Main St. in order to get a better look at the building and its overall condition. Council is holding off on any repairs to the building due to several residents opposing the repair rather than demolition of the structure.

Consent Agenda:

- A) Approval of Minutes of the August 8, 2018
- B) Payment of Claims in the amount of: \$156,063.54
- C) Building Permits: None

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

Department Reports:

Liquor Store: Angie Benning was present to update the Council. The quotes for the remodeling of the Liquor Store have all been received. The total cost for professional services to install a new bar, new floor, electrical, plumbing and service lines for beer was 45,370.00. Mayor Bob Heid and Council member Santer volunteered to assist in coordinating the project.

Ambulance: Council heard that the Ambulance would eventually be entering the MNStar reports themselves. This will save time for City staff and can be done on the return trip of the ambulance from the hospital. Council heard that the City should be receiving the new ambulance in the near future.

Fire: Council heard that the Browerville Fire Department was approved for a FEMA grant in the amount of \$161,838.00. The grant was written to cover the cost of replacing out dated bunker gear and breathing apparatuses.

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

Other Business:

- Paul Hartmann, Real Estate Agent – came before the Council and expressed interest in the lot that the City may be given by Lakewood Health Systems. Mr. Hartmann asked if the City has any Tax Increment Financing in place. No action was taken.
- Reschedule October meeting – motion by Fenner, second by Santer to move the October Council meeting to October 9th at 7:00 p.m. CU

City of Browerville
Official Minutes of the Browerville City Council
Meeting Date: September 12, 2018

- Approve Hiring new City Administrator – Council heard that the Hiring Committee, as appointed by the Council, had reviewed the resumes of all three applicants, interviewed two candidates and were making the recommendation to hire Bobbi Jo Freie for the position of full time City Administrator. Council member Santer objected to the position being full time. He stated that the City did not need a full time Administrator. When asked what the basis of his reasoning was he stated that Long Prairie, a city of over 3000 population only had three office people. When asked if he had checked with any other city Santer stated that he had not. Other cities of similar size or smaller that have two people in the office include Eagle Bend, Motley, Randall, and Clarissa as needed. Motion by Iten, second by Fenner to approve hiring Bobbi Jo Freie as Browerville City administrator at Step Two on the City’s Pay Scale. Voting for the motion: Heid, Fenner and Iten. Voting against the motion: Santer. Carried
- Advertise Deputy Clerk position – Council members Santer & Fenner to serve on hiring committee. Motion by Iten, second by Fenner to advertise the position of Deputy Clerk for two weeks, 20 hours per week. Applications accepted through October 1, 2018. CU
- Approve Resolution 09122018 Setting Preliminary Levy for 2019 – motion by Fenner, second by Iten to approve the Preliminary 2019 Levy in the amount of \$202,872.74. CU
- Set Truth in Taxation Meeting for December – motion by Iten, second by Santer to set the Truth in Taxation meeting for December 12, 2018 at 6:45 p.m. CU
- Resolution of Sponsorship – Community Concern for Youth – Motion by Iten, second by Santer to approve the Resolution of Sponsorship for Community Concern for Youth. CU
- 11th Street overlay quote – Council heard that two quotes were received for a partial mill and an overlay of 11th Street and a patch on 9th Street. The quote totals were: Ideal Construction - \$45,540.00 and Central Specialties - \$54,950.00. motion by Fenner, second by Santer to approve the quote from Ideal Construction for the overlay. CU
- Charter Communications – Amendment to Facilities Lease – Council heard that Charter Communications has requested a new 5 year lease with annual increases of 3% and an option to extend the lease for two additional 5 year terms. Motion by Iten, second by Santer to approve the lease agreement. CU
- Soil & Water Conservation Dist. Request for donation \$200.00 – Council heard that the Todd County Soil Water District has requested \$200 to assist in paying for bringing the Science Museum to Todd County for a water presentation. The use of the funds meets the educational requirements of the City’s Well Head Protection Plan. Motion by Fenner, second by Santer to approve the request. CU
- Hilltop Regional Kitchen request for donation \$755 motion by Fenner, second by Iten to table action until the City receives an opinion based on State Statute as to whether or not the City can legally donate to Hilltop. CU
- Motzko Field Playground – Council heard that the Browerville Lions will be donating funds to purchase playground equipment for Motzko Field. No action was taken.
- 2017 Audit – Brian Koehn, CPA was present to provide the Audit Report for Fiscal Year 2017 to the Council. Koehn reported that the City was in good financial condition with reserves that met the State’s recommendation. Motion by Iten, second by Santer to approve the audit as presented. CU
- 2018 Improvement Project update & payment request – Kent Louwagie of Bolton & Menk was present to update the Council on the 2018 Improvement Project. Louwagie reported that the

project is on schedule. He informed the Council that the old water main located under 5th Street W. was not installed originally in a straight line. A new line, 240 feet in length, was installed at a cost of \$7,775.00 to correct the problem. Louwagie also brought to the Council a Partial Payment request for work completed in the amount of \$745,198.06. motion by Iten, second by Fenner to approve the payment for work completed in the amount of \$745,198.06. CU

- Public Works Bldg. – Council heard that the east wall of the Public Works building is in poor condition. Staff will investigate options for repair.
- County property located within the City of Browerville – motion by Fenner, second by Santer to cease mowing the large lot located on County 21 that belongs to the County. The City has mowed the lot twice per year for many years with no reimbursement. Voting for the motion: Heid, Fenner & Santer. Voting against the motion: Iten. Carried.

Dialogue Items:

Local Purchase:

Adjournment: Motion by Iten second by Santer to adjourn the meeting at 9:10 p.m.

Lynn Fabro
City Administrator

Bob Heid
Mayor