

Designations & Appointments – 2024

ACTING MAYOR	FENNER
CIVIL DEFENSE	BUHL
WEED INSPECTOR	WIESHALLA, FREIE
ZONING COORDINATOR	FREIE
CITY ADMINISTRATOR	FREIE
HEALTH OFFICER	DR. BURNS
CITY ATTORNEY	QUINLIVAH & HUGHES PA

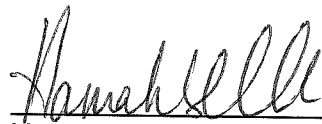
OFFICIAL MEETING TIME & PLACE 7:00 P.M., 2ND WEDNESDAY OF MONTH, CITY HALL

OFFICIAL NEWSPAPER INDEPENDENT NEWS HERALD

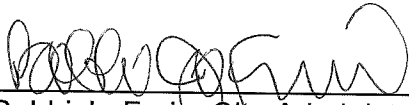
OFFICIAL DEPOSITORY 4M/4M PLUS FUND, AMERICAN HERITAGE NATIONAL BANK, UNITY BANK, CETERA INVESTMENT SERVICES LLC

MILEAGE IRS RATE AS SET ANNUALLY

Approved the 17th day of January 2024



Hannah Wieshalla, Mayor



Bobbi Jo Freie, City Administrator

A meeting of the Browerville City Council convened at City Hall and was called to order at 7:00 p.m. Mayor Hannah Wieshalla, council members Christopher Minor, Sue Wiersgalla, Alan Fenner and Angela Johnson present. The meeting opened with the Pledge of Allegiance.

Public Hearing to Vacate a portion of Park Avenue between 6th and 7th St W: Questions from the public regarding the logistics of vacating the block of park avenue east of the school included parking, utilities, and sidewalk access. Principal Sutlief was in attendance and answered questions based on the preliminary plans. With no further questions the public hearing was closed by a motion from Minor, second by Wiersgalla, CU.

CONSENT AGENDA:

Approval of Minutes: from the 12/06/23 regular meeting; Payment of Claims checks numbered 50231-50315; Building permit: 831 Park Ave N, Egress window; approved by a motion from Johnson, second by Fenner CU.

DEPARTMENT REPORTS:

Liquor Store: Monthly financial report. Discussed issues with new glass washer.

Public Works: Slow snow year, working on maintenance of equipment.

Ambulance: Report on activity provided by director L. Stier. Motion to approve recommendation for 2024 officers by Minor, second by Johnson as presented. Director L. Stier, Asst. Director P. Sutlief, Training C Stier, Maintenance E. Myers, Technology L Stier. CU

Fire Department: Report on activity provided by Fire Chief P. Sutlief. Motion to approve recommendation for 2024 officers by Wiersgalla, second by Fenner as presented. Chief P. Sutlief, Asst. Chief T. Host, Lieutenant J. Wieshalla, Training D. Custer. Carried Wieshalla abstained.

Law Enforcement: monthly report received.

Administration: Fund status report provided.

Motion to approve Department Reports by Fenner, second by Minor. CU

NEW BUSINESS:

Motion to approve 2024 Designations and appointments by Johnson, second by Wiersgalla. CU

Motion to approve 2024 Legal Services Contract by Fenner, second by Minor CU

Motion to approve Resolution 01172024-1 Vacating a portion of Park Ave by Minor, second by Fenner CU

Motion to Table Park Ave Encroachment agreement until School and City Atty review revisions by Fenner, second by Wiersgalla. CU

Motion to approve report of annual utility adjustment report by Fenner, second by Minor CU

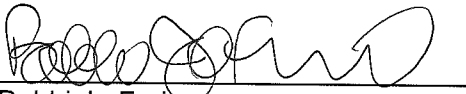
Motion to approve annual fund transfers by Johnson, second by Wiersgalla CU.


Discussion:

Request for Deaf Child signage. The City will follow MnDOT policy and not install as it is not enforceable and can lead to a false sense of security.

Creamery building status, Admin will contact contractor, 111 Main S. pending outcome of court hearing.

The meeting was adjourned by a Motion from Fenner, second by Minor, at 7:44 p.m. CU


Bobbi Jo Freie
City Administrator


Hannah Wieshalla
Mayor

City of Browerville - Official Minutes of the Browerville City Council - Meeting Date: 02/14/2024

A meeting of the Browerville City Council convened at City Hall and was called to order at 7:00 p.m. Mayor Hannah Wieshalla, council members Christopher Minor, Sue Wiersgalla, Alan Fenner and Angela Johnson present. The meeting opened with the Pledge of Allegiance.

CONSENT AGENDA:

Approval of Minutes: from the 01/17/24 meeting; Payment of Claims checks numbered 5031-50410; approved by a motion from Johnson, second by Wiersgalla CU.

DEPARTMENT REPORTS:

Liquor Store: Monthly financial report.

Public Works: Reviewed quotes for replacement mower and attachments motion to accept low bid by Fenner, second by minor, carried. Johnson voting no.

Ambulance: Medicare payments now coming in from the billing company change.

Fire Department: Chris Minor awarded VFW fireman of the year.

Law Enforcement: monthly report received.

Administration: Fund status report provided.

Motion to approve Department Reports by, second by. CU

OLD BUSINESS:

Motion to approve encroachment agreement with ISD 787 for Park Ave by Chris, second by Sue. CU

NEW BUSINESS:

Motion to approve Resolution 02142024-1 Accepting Donations by Johnson, second by Fenner. CU

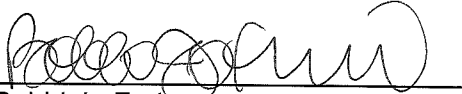
Discussed waterline in park avenue reviewed potential options. Terms of an agreement with the school will include the details for cost sharing, design approval, and inspection throughout the process.

Discussion:

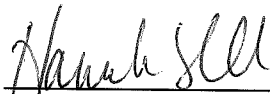
LBAE meeting scheduled for April 18, 2024 at 2pm at City Hall.

Discuss request of Auxiliary VFW use of Community center.

The meeting was adjourned by a Motion from Wiersgalla, second by Minor, at 7:45 p.m. CU



Bobbi Jo Freie
City Administrator



Hannah Wieshalla
Mayor

City of Browerville - Official Minutes of the Browerville City Council - Meeting Date: 03/13/2024

A meeting of the Browerville City Council convened at City Hall and was called to order at 7:00 p.m. Mayor Hannah Wieshalla, council members Christopher Minor, Sue Wiersgalla, and Angela Johnson were present, Alan Fenner absent. The meeting opened with the Pledge of Allegiance.

CONSENT AGENDA:

Approval of Minutes: from the 02/14/24 meeting; Payment of Claims checks numbered 50411-50493; approved by a motion from Minor, second by Johnson CU.

DEPARTMENT REPORTS:

Liquor Store: Monthly financial report, quote for freezer reviewed. Motion to approve purchase from Britz per quote by Wieshalla, second by Johnson. CU

Public Works: Reported PFAS monitoring results, our system was placed in the low category requiring no further action. The new tractor was received.

Ambulance: New EMT class scheduled June – August.

Fire Department: Very busy lately with grass and structure fires.

Law Enforcement: monthly report received.

Administration: Fund status report provided.

Motion to approve Department Reports by, second by. CU

NEW BUSINESS:

Motion to approve Resolution 03132024-1 Accepting Donations by Johnson, second by Wiersgalla. CU

Motion to approve Resolution 03132024-2 Application to Clean Water Revolving fund (CWRF) for the Creamery Avenue improvement project by Minor, second by Johnson, CU.

Motion to approve Resolution 03132024-3 Application to Drinking Water Revolving fund (DWRF) for the Creamery Avenue improvement project by Wiersgalla, second by Johnson, CU.

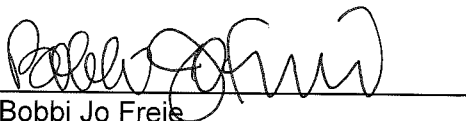
Motion to approve Resolution 03132024-4 Application to DWRF for Lead Service Line Replacement for the Creamery Avenue improvement project by Johnson, second by Wiersgalla, CU.

Discussion:

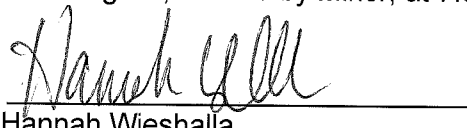
LBAE meeting scheduled for April 18, 2024 at 2pm at City Hall.

Hazardous building update: pending court decision on 111 main St S, owner not responding to request for updates on creamery building will attempt contact if no response proceed with court action.

The meeting was adjourned by a Motion from Wiersgalla, second by Minor, at 7:39 p.m. CU



Bobbi Jo Freie
City Administrator



Hannah Wieshalla
Mayor

A meeting of the Browerville City Council convened at City Hall and was called to order at 7:00 p.m. Mayor Hannah Wieshalla, council members Christopher Minor, Sue Wiersgalla, Alan Fenner and Angela Johnson were present. The meeting opened with the Pledge of Allegiance.

CITIZENS: Jane and Ron Brown, Lauren Ernst and Jerry Lucas presented the council with information regarding the Browerville Connections reunion event being held at The Park Event Center in Waite Park the weekend of August 16, and their desire to have a museum in Browerville.

CONSENT AGENDA:

Approval of Minutes: from the 03/13/24 meeting; Payment of Claims checks numbered 50494-50561; approved by a motion from Minor, second by Johnson CU.

DEPARTMENT REPORTS:

Liquor Store: Monthly financial report received, manager Kendra Peterson available for questions reported planning and prep for Browerville Days is starting.

Public Works: MPCA commendation received for Wastewater Treatment Plant operations.

Ambulance: Director Laura Stier was on hand, reported that calls are up for every month this year over last year. CPR refresher complete for EMTs, Med training coming up and new EMT class starting in June.

Fire Department: Continues to be very busy, equipment needing repairs due to extra use lately.

Law Enforcement: monthly report received.

Administration: Fund status report provided. Administrator out of office Friday for Leadership training at Sourcewell. Request authorization to attend League of Minnesota Cities conference in June.

Motion to approve Department Reports by Wiersgalla, second by Fenner. CU

NEW BUSINESS:

Motion to approve Resolution 04102024-1 Accepting Donations by Fenner, second by Wiersgalla. CU

Motion to approve Resolution 04102024-2 Approving application for Sourcewell Impact funds by Fenner, second by Minor, CU.

Motion to approve Resolution 04102024-3 Approving plans and specs for 6th St Water main loop and ordering advertising for bids by Minor second by Johnson, CU.

Motion to approve Resolution 04102024-4 Resolution ordering improvement and preparation of plans for Creamery Ave by Fenner, second by Wiersgalla, CU.

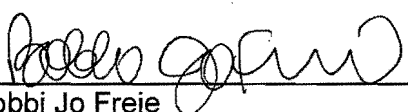
Motion to approve Resolution 03132024-5 Approving application for Sourcewell Matching grant funding for speed signs by Johnson, second by Minor, CU.

Discussion:

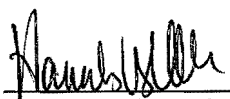
Hazardous building update: Court decision on 111 main St S, allows owner to respond to original resolution from 2023, next hearing set for 5/29/24. No action by owner on 503 Main St S, creamery building request by council to proceed with attorney to next step.

LBAE meeting scheduled for April 18, 2024 at 2pm at City Hall.

The meeting was adjourned by a Motion from Fenner, second by Minor, at 8:02 p.m. CU



Bobbi Jo Freie
City Administrator



Hannah Wieshalla
Mayor

A meeting of the Browerville City Council convened at City Hall and was called to order at 7:00 p.m. Mayor Hannah Wieshalla, council members Christopher Minor, Sue Wiersgalla, Alan Fenner and Angela Johnson were present. The meeting opened with the Pledge of Allegiance.

CONSENT AGENDA: amended, removal of 04/10/24 minutes from consent agenda; Payment of Claims checks numbered 50562-50642; no building permits: approved by a motion from Fenner, second by Wiersgalla CU.

DEPARTMENT REPORTS:

Liquor Store: Monthly financial report, comedian scheduled, good to have activities to bring in customers.

Public Works: MPCA Wastewater Treatment Plant inspection complete, no deficiencies.

Ambulance: Continue to work through procedural issues with new billing company. Will check with League of MN cities if they have resources for billing. Applied for and received approval for reimbursement of training costs for EMT's from Sourcewell.

Fire Department: repairs almost complete on Kubota. Maintenance remains busy fixing after a very hard spring. Chief Sutlief applied for a grant for grass fire bibs to save wear and tear on turnout gear and staff. Expect DNR grant available soon, he will apply for a light bar and other maintenance items.

Law Enforcement: monthly report received.

Administration: Fund status report provided. Discussed 2000 pickup, will dispose of using closed bid process, will be placed in paper with bids to be opened at 6/12 council meeting. Two water meters were programmed incorrectly by the vendor causing errors in customer bills the council will see large adjustments on the annual report, vendor contacted and came onsite to re-program. The City was approved for a Sourcewell matching grant for two additional speed signs, they will arrive soon.

Motion to approve Department Reports by Johnson, second by Minor. CU

NEW BUSINESS:

Motion to approve Resolution 05082024-1 Accepting Donations by Fenner, second by Wiersgalla. CU

Call a special meeting for 5/15/24 at 1pm at City Hall to act on the construction agreement with ISD 787 for the 6th Ave water lien loop and receive bid recommendation for 6th Ave water line loop. Bids were opened on 5/8 at City Hall, the engineers are reviewing and will provide a recommendation at the special meeting.

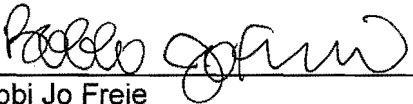
Discussion:

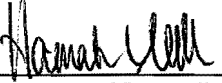
Creamery Avenue project pending State aid review and approval of plans. This is needed to receive funding that will cover 50% of the construction cost of the bridge replacement.

ISD 787 groundbreaking Monday 5/13.

Hazardous property update: 111 Main St S, next hearing scheduled for 5/29. 503 Main St S, attorney filing paperwork with courts requesting the City be granted the authorization to make necessary repairs to the building and assess and/or place judgement for the costs.

The meeting was adjourned by a Motion from Wiersgalla, second by Minor, at 7:24 p.m. CU


Bobbi Jo Freie
City Administrator

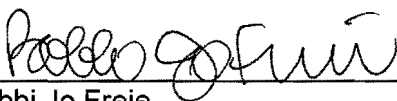

Hannah Wieshalla
Mayor

City of Browerville - Official Minutes of the Browerville City Council
Special Meeting Date: 05/15/2024

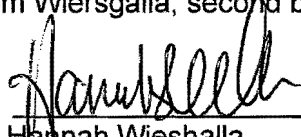
A meeting of the Browerville City Council convened at City Hall and was called to order at 1:00 p.m. Mayor Hannah Wieshalla, council members, Sue Wiersgalla, and Alan Fenner present. Christopher Minor and Angela Johnson absent. The meeting opened with the Pledge of Allegiance.

1. Construction agreement with ISD 787 approved by a motion from Wiersgalla, second by Fenner. CU
2. Resolution 05152024-1 Accepting bid for 6th st water main loop approved by motion from Fenner, second by Wiersgalla. CU.

The meeting was adjourned by a Motion from Wiersgalla, second by Fenner, at 1:10 p.m. CU



Bobbi Jo Freie
City Administrator



Hannah Wieshalla
Mayor

A meeting of the Browerville City Council convened at City Hall and was called to order at 7:00 p.m. Mayor Hannah Wieshalla, council members Christopher Minor, Alan Fenner and Angela Johnson present, Sue Wiersgalla absent. The meeting opened with the Pledge of Allegiance.

CONSENT AGENDA: Approval of the minutes from the 04/10/24, 05/08/24 regular meetings and the 05/15/24 special meeting; Payment of Claims checks numbered 50643-50728; building permits 251 11st St W- 10x10 deck, 121 7th St W- 12x16 storage shed on skids: approved by a motion from Fenner, second by Wiersgalla CU.

DEPARTMENT REPORTS:

Liquor Store: Monthly financial report provided. Manager Kendra Peterson and Assistant Manager Faith Holmquist, report that icemaker needs to be replaced, it is no longer repairable. Two quotes presented to the council. Motion to approve purchase of the ice machine from Lindstrom Refrigeration LLC. by minor, second by Johnson. CU Managers discussed the desire for a policy regarding minors in the bar to address various issues. Managers and Administration will inquire with other local establishments and work to draft a policy. The council requests management look into some entertainment in for July and August.

Public Works: Creamery Ave project update District State Aid has approved the bridge plan, awaiting bridge bond funding approval at which time the council may approve going out for bids. The 6th St Watermain loop project is going well the underground construction should be complete today, testing of the new main should be early next week. Pavement patching and seeding date not set. Transfer Station water main extension has been delayed a bit but will likely start in the next week. Lead Service Line Inventory is in process we were approved for a MDH grant to assist with this and the records research portion from past projects is complete, residents will start seeing information in the mail to self-report the private portion of the water line soon. Admin will add information to the City website and facebook notifying residents this will be coming.

Ambulance: The ambulance service has been awarded a Certificate of Excellence from the MN Emergency Medical Services Regulatory Board (EMS RB) for Clinical Advisory performance at a level worthy of special recognition. Administration noted the excellent service our EMTs provide and special acknowledgement to the Ambulance Director Laura Stier on the time and effort she puts in to ensure we are meeting and exceeding the performance measures set by EMS RB.

Fire Department: Information presented regarding an ARMOR grant for radios the county is applying for that we may participate in. Discussed with Chief Patrick Sutlief and determined that we are not in need of replacing our radio equipment at this time. The Fire department has been awarded a community Safety grant from CenterPoint Energy to purchase grass fire fighting coveralls.

Law Enforcement: monthly report received, missing page 2 of report in the council packet. Admin error.

Administration: Fund status report provided. Hazardous building update, trial for 111 main St S set for December. Letter from an attorney for a potential buyer received by the council. Waiting for next steps from the city attorney regarding 503 Main St S. Administration working on framework for comprehensive nuisance, rental registration, dwelling maintenance and administrative penalty ordinance addition and/or updates. Legislative update overview provided including small cities assistance for streets update, ESST changes, EMS funding and changes to EMS RB, and likely future requirement to transition to .gov account for web and email. Discussed questions from Jon Alexander regarding his previous lease for a billboard in the industrial park, the lease was terminated with notice upon sale of the property, the city does not own any lots in the industrial park at this time.

Motion to approve Department Reports by Wieshalla, second by Johnson. CU

NEW BUSINESS:

The city received 4 sealed bids for the 2000 GMC Pickup, they were opened at the meeting. Motion to accept the high bid of \$1525.00 from Tyler Berg by Fenner, second by Minor. CU

Motion to approve Resolution 05082024-1 Accepting Donations of \$9350.00 by Johnson, second by Wieshalla. CU

Motion to approve 2025 Resolution of Sponsorship for the Community Concern for youth program by Minor Second by Johnson. CU

Motion to delegate approval of the 2023 audit report to Administrator Freie, with the presentation of the report to the council at the July 2024 meeting by Auditor Koehn; by Johnson second by Fenner. CU

Motion to proceed with court action to raze 111 Main St S and decline proposal of repairs from the potential buyer by Wieshalla, second by Johnson. CU

The meeting was adjourned by a Motion from Wiersgalla, second by Johnson, at 7:52 p.m. CU



Bobbi Jo Freie
City Administrator



Hannah Wieshalla
Mayor

City of Browerville - Official Minutes of the Browerville City Council
Special Meeting Date: 07/01/2024

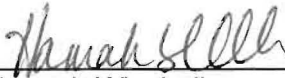
A meeting of the Browerville City Council convened at City Hall and was called to order at 10:00 a.m. Mayor Hannah Wieshalla, council members, Angela Johnson and Alan Fenner present. Christopher Minor and Sue Wiersgalla absent. The meeting opened with the Pledge of Allegiance.

1. Resolution approving plans and specifications and ordering advertisement for Bids for Creamery Avenue, Creamery Bridge project approved by a motion from Fenner, seconded by Johnson. CU.

The meeting was adjourned by a Motion from Johnson, second by Fenner, at 10:12 a.m. CU



Bobbi Jo Freie
City Administrator



Hannah Wieshalla
Mayor