

MINUTES

Regular Council Meeting

The Small Town with a Big Heart

Badger Minnesota

5:00 PM - Wednesday, June 22, 2022

Badger Community Center 111 North Main St.

The City of Badger Council met in Regular Council on Wednesday, June 22, 2022 at 5:00 PM in the Badger Community Center 111 North Main St. .

1 CALL TO ORDER

Mayor Rinde called the meeting to order at 5:02 PM.

a) Roll Call- D. Carpenter, C Christianson, D Berger, J. Rinde Others: A Gregerson, S. Lockhart, S. Kukowski. G. Lee.

2 PLEDGE OF ALLEGIANCE

All members stood and recited the pledge.

3 APPROVAL OF AGENDA

Council member Carpenter made a motion to approve the agenda with the additions of discussing the south main street patching and the water extension project. Council member Berger seconded the motion. U.C

4 COUNCIL MEMBER VACANCY

Follow-up from the May meeting. Council member Carpenter made a motion to pass resolution 2022-06-21. **RESOLUTION NO. 2022-06-21 -RESOLUTION ACCEPTING RESIGNATION AND DECLARING A VACANCY**

WHEREAS, the Badger City Council has received the written resignation of council member Stacey Lockhart, effective on the 18th day of May 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BADGER, MINNESOTA, AS FOLLOWS: The council accepted Stacey's resignation as described above. The council declared that a vacancy exists on council effective on the 18th of May, 2022. Adopted by the City Council of the City of Badger on June 22, 2022.

Council member Christianson seconded the motion. U.C.

5 APPOINTMENT OF COUNCIL MEMBER

Council member Christianson made a motion to appoint Gretchen Lee to serve out the remainder of the vacant councilmember term (December 31 2022). Council member Carpenter seconded the motion.U.C.

A. Gregerson then swore in Gretchen Lee as council member.

6 CONSENT AGENDA

Council member Berger made a motion to approve the Consent agenda A-F council member Christianson seconded the motion. U.C.

- a) Minutes: RES-9-2022 (Sales from special meeting prior to council meeting for Tax Forfeit properties. moved to Old business (May 18, 2022 minutes)
- b) Requisitions: none at this time
- c) Claims: 18088-18123 Total \$ 66,319.07
- d) Financial: receipts and disbursement registers, bank statement, schedule 1a, bank reconciliation.
Updated Jan. 2022 bank reconciliation, Updated Feb. 2022 bank reconciliation. March 2022 Financial, and May 25 2022 Schedule 1a.
- e) Donations: none at this time
- f) Communications: MN State Demographic center, General notice Roseau County.

7 PUBLIC FORUM/RECOGNITION OF VISITORS

None at this time.

8 NEW BUSINESS

- a) Sherri Kukowski- Heritage Wall updates and T&C updates.

Sherri reported on the T&C that the Bush car races are moved to July 17th (Sunday). Council member Carpenter made a motion to correct the date to Sunday council member Berger seconded the motion. U.C. Gregerson suggested having the T&C sign an agreement similar to the auction one we use to use to ensure cleanup. Sherri reported that food trucks would be onsite. T&C is also looking to have a Back to School night sometime in August for the kids.

Fall Fest date is set for Saturday September 17th. Council member Carpenter made a motion to approve Bush Car races again motion was seconded by Berger. U.C.

- b) Badger Heritage Wall: Sherri reported the current Balance is \$3,872.00 and Grant for \$5000.00.

Council member Christianson made a motion to pay Claim # 18104 was for Carols Cedar Cellar in the amount of \$3,196.00 motion was seconded by Lee. U.C. Sherri also brought a bill for Kaml Saw Mill in the amount of \$3,150.

Council member Carpenter made a motion to pay Kaml Saw Mill motion was seconded by Christianson. U.C.

Sherri also mentioned that sometime after the fair they will be looking for volunteers to help with tongue and groove at the wall.

Gregerson will check on the sign from the DOT. Sherri also stated they could use a garbage can and remove 2-3 tables.

- c) Angie Gregerson Interim City Clerk.

RES-1-2022

Moved by Corey Christianson, seconded by Dan Carpenter, Motion to approve Angela Gregerson as the contracted Interim City Clerk. Authorized to sign all official

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documents pertaining to City business and Banking including all water project, city cemetery, all official documents.

CARRIED. by the following votes:

Ayes: Corey Christianson, Dan Carpenter, James Rinde, Gretchen Lee, and Daegan Berger

- d) Quote for Chemical Feed Spool Replacement- Stacey presented the council with a quote to replace and fix the chemical feed spool in the pump house that leaks during the time the tower will be down. the quote is \$2,750. Council member Christianson made a motion to approve the quote on the conditions it is not included the the water project. council member Berger seconded the motion. U.C.
- e) Upcoming Budget information- Gregerson informed the council of the increase in the League of Minnesota Cities Dues and presented the RCCA pre-pay form and Council member Christianson made a motion to pay \$5000.00 for prepay on LP council member Berger seconded the motion. U.C.
- f) City Clerk Position- Gregerson discussed the Clerk position and that she will be willing to help train the new Clerk when hired and that it will be during different times of the year and when help is needed. Gregerson also discussed that if they are looking for someone to go after every grant out there the Clerk turn over rate is going to be high and went on to explain that grants are great but very time consuming and the amount of work load the Clerk handles now would be to much. Member Christianson mentioned looking into someone who could write grants for the city when needed and would discuss that with the planning commission. Council member Berger made a motion to appoint Gregerson, Lee and Carpenter to the interview committee motion was seconded by Carpenter. U.C.

9 OLD BUSINESS

- a) Stacey Lockhart Contract- Gregerson will sent the contract for services over to the city attorney for review. Council member Carpenter made a Motion to approve contingent on attorney approval council member Lee seconded the motion.
- b) Summer Help- Mayor Rinde and Stacey Lockhart recommended Anna Mather for the summer help position. Council member Carpenter made a motion to hire Anna for the summer help position at a rate of \$17.00/ hour council member Christianson seconded the motion. U.C. Rinde will meet with Anna and show her around.
- c) RES-9-2022 (Sales from special meeting prior to council meeting for Tax Forfeit properties. moved to Old business (May 18, 2022 minutes)

Motion on May 18, 2022 was made by Stacey Lockhart. Stacey had resigned from the council and was accepted as resigned therefore makes RES-9-2022 null and void. New Motion to approve must be made.

Council member Carpenter made a motion to approve the RES-9-2022 motion of the Sales from special meeting prior to council meeting for Tax Forfeit

properties dated May 18, 2022. Council member Christianson seconded the motion. U.C.

10 REPORTS OF COMMITTEES AND CITY STAFF

- a) Angie Gregerson(Interim Clerk report) Gregerson presented the council with the following notices: Roseau County Transit tax info, MN W2's 2021 Notice, Missing sales and use return notice, demand for missing withholding notice, Clerk election training, PERA delinquency invoices, May 2022 meter reads, and the Following list of issues.

List of Items found undone or incorrect 5/26/2022 **UPDATE AS OF 6/21/2022**

Checking

January 2022 Bank Reconciliation – off by \$3811.62 (needs to be redone) **DONE and Reconciled**

February 2022 “ – off by \$12,773.73 again needs to be redone **DONE and Reconciled**

I can not find March (assume wasn't done) **DONE and Reconciled**

April 2022 was not done. **Still have to do April and May**

PERA(retirement)

PERA annual exclusion report (due in Feb) not done **DONE and filed**

PERA has **not been paid** in all of 2022 **Done (see delinquency notice \$116.28 due in fines)**

Filed PERA Annual Leave Report

EFTPS- (federal taxes per month)

Have **not** been paid/reported since 10-18-2021 **Paid in :**

October, November, December 2021

January, February, March, April & May 2022 **Totaling \$9,534.59**

MN department of Revenue

The sales and use tax due March 31 is not done (water and garbage tax paid to state)

Filed and paid \$1,750.07 (**\$342.66 in withholding and \$52.51 in late penalty)**

Withholding tax due March 31 is not done either (state tax withheld from employee)

Filed and paid \$395.17 (**\$1516.00 in S&U tax and \$227.40 in late penalty)**

2021 MN W2's were not filed by Jan 31st – All are filed as of June 14,2022 **est. fine \$1,450**

941 Quarter 1 2022 – Not filed either NOW completed following the payments to EFPTS

Quarter 4 2021 was filed looks like around the 20th of Jan 2021 but I paid the 4th Q EFTPS payments 6/7/22.

Unemployment reports (wage detail per quarter) were not filed the entire year I was gone so I filed Q2, Q3, Q4 of 2021 and Q1 of 2022

Work Comp Audit- Completed after unemployment reports done.

I Have some cash on hand and no record where it came from.

Utility Bills as you can see are late this month and will hopefully get out this next week once I get everything adjusted. Due to the estimating of the bills for 5 months many of the readings were extremely off and in order to get this corrected going forward these adjustments must be made now. Zach did the meter reads on and around the 30th of May.

I have found many outstanding bills that need to be paid and I'm not sure if I even have them all at this time.

Items that still need to be done:

Building permit Quarterly reports (not sure when done last)
Utility Billing for May once things are corrected in system.
2022 Census of Governments Survey of Public Employment and Payroll. (still have to look into)

- b) Zach Tillberg (Maintenance Department) & Stacey Lockhart -
Updates on burn pile, signage, ect...
Discuss adults/kids racing around the Baja track.
Council discussed people out on the track and to call law enforcement as no motor vehicles are to be out there.

Stacey reported that the lift station is only running on one pump and will contact MN Pump Works to come up and take a look at it. Stacey reported that he has almost all the reports caught up.

- c) Fire Department- none at this time.

11 UNFINISHED BUSINESS (ADDITIONS TO AGENDA)

South Main Patching- Council members would like to see if the county is finished with the patching as citizens have complained the job is done awful. City will contact the county for an update.

Water Extension project- (Meadowlark, S. Main) Council member Christianson would like to have the amendment to Ord. 41 and the November 2020 meeting minutes mailed out to a resident of the information discussed.

The hanging baskets were discussed and it was brought up maybe looking into planters for next year instead.

Gregerson had a question asked on having a wedding dance on main street Aug. 20. Council members discussed that unless it was for a community event such as fall fest then no but the Skippy Finns parking lot would be a better option.

12 ADJOURNMENT

Council member Lee made a motion to adjourn at 8:00 PM motion was seconded by Christianson. U.C.

Mayor

Clerk Treasurer