



**BROWNS VALLEY CITY COUNCIL MEETING  
BROWNS VALLEY PUBLIC LIBRARY MEETING ROOM**

**Monday September 25, 2023 - 5:30 P.M.**

**AGENDA**

**Call to order**

**Pledge of Allegiance**

**Roll Call:** Mike Heck Tony Miller Neil Madison Jan Biewer Devan Dobbs

Others in attendance: Jodi Hook-Hansen, Tony Serocki, Bernice Piechowski, Terry Biewer,

**Absent:**

**Approval of Agenda:**

**Consent Agenda**

- Approval of Sept 11, 2023 Regular Meeting Minutes
- Approval of grand total of \$33,356.91 claims
  - Wages: September 16<sup>th</sup> = \$7,527.80
  - Claims: September 25<sup>th</sup> = \$25,829.11

**Department Reports: Sheriff's Dept-Ambulance-Fire Department-Public Works-Library-Admin/Code Officer**

**Communications:**

**Unfinished Business:**

**New Business:**

- Approval of Fire Dept purchase
- Approval of Building Permit on parcel 20-0006000 Michlitsch
- Approval of non-union wages
- Approval of Health Insurance Rate for full-time employees
- Approval of Language of Earn Sick and Safe Time in Union Contract
- Approval of WCI annual fund \$750.00
- Approval of Lease Agreement for Community Center
- Approval of Preliminary Levy Resolution 23-21

**Other Business:**

**Public Comment:**

**Dates:**

December 4<sup>th</sup> & 18<sup>th</sup> Council Meetings / Truth in Taxation hearings

**Items for council to consider for future:** Food Shelf Grant-Tree Grant-Small Cities Grant-Fire Dept Grant

**Next scheduled meeting Monday October 9th - 5:30 PM**

**Adjournment: Time \_\_\_\_\_**

**NOTE: The agenda is produced in advance of the council meeting. The actual meeting may consist of additional items, as may come before the council after the agenda is posted, or during the meeting itself.**



## Browns Valley Regular City Council Meeting Approved Minutes September 11, 2023

The regular council meeting of the City of Browns Valley, MN was held in the meeting room of the Public Library. Council members present were Mayor Mike Heck, Tony Miller, Neil Madison, Devan Dobbs, and Jan Biewer. Also, in attendance were City Administrator Jodi Hook-Hansen, Library Director Bernice Piechowski, Code Enforcement Officer Terry Biewer, and City Attorney Matt Franzese.

**Absent:** City Maintenance Tony Serocki

**Others Present:** Tina Bartz, Edith Foren, and Arlene Reinart,

The meeting was called to order at 5:30 p.m. by Mayor Heck.  
The Pledge of Allegiance was recited by those in attendance.

### **Agenda:**

Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved the agenda.

### **Consent Agenda:**

- Upon a motion by Madison with a second by Miller, the Council unanimously approved the August 28, 2023, Regular Meeting Minutes.
- Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved the claims for a grand total of \$59,388.87, including Wages (September 1<sup>st</sup> = \$11,558.28) and the Claims (September 11<sup>th</sup> = \$47,830.59).
- Upon a motion by Dobbs with a second by Madison, the Council unanimously approved the Treasurer's Report.
- Upon a motion by Biewer with a second by Miller, the Council unanimously approved the Delinquency Report.

### **Department Reports:**

- Library Director Piechowski reported on activities at the library.
- City Maintenance Serocki gave a verbal report on public works items completed. Serocki informed council that paving will still need to be completed. The council had discussion of last year's paving, Serocki informed council that he had quotes from Riley's and Serocki, Bituminous Paving did not submit a quote and Serocki was the lowest bid by \$10,000.00. The council informed Serocki to have Serocki complete paving on east side of the shop.
- Code Enforcement Officer Biewer reported on actions done to enforce City ordinances and items completed in the office.
- City Administrator Hook-Hansen reported on administrative items completed in the office.
- City Attorney Franzese gave a verbal report on actions performed for the City of Browns Valley.

### **Unfinished Business:**

None at this time.

**Browns Valley Regular City Council Meeting Approved Minutes  
September 11, 2023**

**New Business:**

- Upon a motion by Miller with a second by Biewer, the Council unanimously approved to finalize the sale for purchase at 414 West Broadway in order to allow funding to abate the nuisance per Resolution 23-20 a Resolution Selling Real Property.
- Upon a motion by Dobbs with a second by Biewer, the Council unanimously approved the building permits at 315 Ave West (Ward), 111 2nd St N (Lebeau), and 421 3<sup>rd</sup> St N (Miller). Miller abstained.
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved to sell parcel 20-0125000 to the general public at \$200.00 each plus legal fees.
- Approval for preliminary levy Resolution 23-21 was tabled for further review.
- Upon a motion by Dobbs with a second by Miller, the Council on a 4 to 1 approved to rent out space in Community Center to the general public for \$200.00 per month plus internet fees. Heck dissented until contract was provided.
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved the Labor Union agreement except for the language of the Sick time until further review.

**Public Comment:** None at this time.

**Other Business:**

- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved the estimate of \$14,040.00 from Dakota Pump & Control for repair on the Hydromatic S4MXP1000 Pump.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved to add \$100.00 no show fee and/or missed appointment for rental inspection.
- The staff informed the council about the city's landfill and that it has been closed due to an unknown trespasser or trespassers starting it on fire. The council advised staff to keep it closed until further notice and to do by appointment only during the hours of 8:00 AM to 4:00 PM

**Dates:**

December 4<sup>th</sup> & 18<sup>th</sup> Council Meetings / Truth in Taxation hearings 6:00 P.M.

**Items for Council to consider for future:** Ordinance concerning the public use of Hemp and Cannabis Products

**Items for Staff:**

**Next scheduled meeting: Monday September 25 at 5:30 p.m.**

The meeting adjourned at 7:00 p.m.

Minutes submitted by:

Approved by:

\_\_\_\_\_  
Jodi Hook-Hansen, City Administrator

\_\_\_\_\_  
Mike Heck, Mayor

BROWNS VALLEY, MN

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\*Check Summary Register©

Batch: Claims092523

Name	Check Date	Check Amt	
<b>10100 PRAIRIE SUN BANK</b>			
13253e	TRVERSE ELECTRIC COOP, IN	9/14/2023	\$40.86 monthly statement (water)
13254e	PUBLIC EMPLOYEES RETIREME	9/18/2023	\$1,225.81
13255e	MN DEPT OF REVENUE	9/19/2023	\$407.01
13256e	IRS	9/19/2023	\$2,002.81 Federal
13257e	OTTERTAIL POWER COMPANY	9/21/2023	\$3,295.35 14-060262 Comm Ctr
20149	AFSCME #65	9/18/2023	\$75.88 Darrell Dobbs
20150	4TH STREET AUTO	9/25/2023	\$40.00 tube in Kawasaki Mule tire
20151	BAKER & TAYLOR	9/25/2023	\$156.90 books
20152	BANYON DATA SYSTEMS, INC.	9/25/2023	\$195.00 UB internet bill pay support
20153	BROWNS VALLEY FIRE RELIEF	9/25/2023	\$500.00 reimburse WCI Welcoming Week grant
20154	CALIBRATIONS AND CONTROLS	9/25/2023	\$675.00 annual verification of Well Flow Meter
20155	CENGAGE LEARNING	9/25/2023	\$111.26 large print books
20156	CENTER POINT LARGE PRINT	9/25/2023	\$112.58 large print books
20157	DAKOTA WASTE SOLUTIONS	9/25/2023	\$4,000.00 Oct garbage service
20158	FRANZESE, MATTHEW P.	9/25/2023	\$1,025.00 Sept services
20159	GOODHART EXCAVATING, INC	9/25/2023	\$6,251.92 dig out dirt and haul away by new shop. 163.3
20160	HAWKINS, INC.	9/25/2023	\$1,423.83 chemical pump repair
20161	MACQUEEN EQUIPMENT	9/25/2023	\$2,324.70 5 - lithium battery packs
20162	MADISON NATIONAL LIFE	9/25/2023	\$24.33 October life premiums
20163	MATHESON TRI-GAS INC	9/25/2023	\$40.91 oxygen medical
20164	MN VALLEY TESTING LABS, INC	9/25/2023	\$215.60 wastewater testing
20165	OFFICE PEEPS	9/25/2023	\$224.09 contract copier ink
20166	PIECHOWSKI, BERNICE	9/25/2023	\$106.11 ACE/cataloging mtg FF
20167	Roberts County Landfill	9/25/2023	\$265.71 City propey (Rodey Ewald)
20168	TEAM LABORATORY CHEMICAL	9/25/2023	\$975.00 Mega Bugs Plus winter blend
20169	TRVERSE COUNTY RECORDE	9/25/2023	\$113.45 recorder fees Meyen/Ritter reimbursed
<b>Total Checks</b>			<b>\$25,829.11</b>

FILTER: ((([Act Year]='2023' and [period] in (9))) and (Source in ('Claims092523')))

Payments

Current Period: September 2023

Payment Batch Claims092523		\$25,829.11	
Refer	1106 TRVERSE ELECTRIC COOP, INC	Ck# 013253E 9/14/2023	
Cash Payment	E 601-49400-381 Electric Utilities	monthly statement (water)	\$40.86
Invoice			
Transaction Date	9/14/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$40.86
Refer	1107 GOODHART EXCAVATING, INC	Ck# 020159 9/25/2023	
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	dig out dirt and haul away by new shop. 163.39 ton of gravel	\$5,987.46
Invoice 10764 8/17/2023			
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	18.89 ton gravel at new shop	\$264.46
Invoice 10766 8/4/2023			
Transaction Date	9/14/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$6,251.92
Refer	1108 TEAM LABORATORY CHEMICAL,LL	Ck# 020168 9/25/2023	
Cash Payment	E 602-49450-216 Chemicals and Chem Pr	Mega Bugs Plus winter blend	\$975.00
Invoice INV0037859 9/11/2023			
Transaction Date	9/14/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$975.00
Refer	1109 MACQUEEN EQUIPMENT	Ck# 020161 9/25/2023	
Cash Payment	E 101-42260-240 Small Tools and Minor E	5 - lithium battery packs	\$2,324.70
Invoice P19692 9/12/2023			
Transaction Date	9/14/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$2,324.70
Refer	1110 MVTL	Ck# 020164 9/25/2023	
Cash Payment	E 602-49450-306 Testing	wastewater testing	\$61.05
Invoice 1216613 9/13/2023			
Cash Payment	E 602-49450-306 Testing	wastewater testing	\$154.55
Invoice 1217245 9/18/2023			
Transaction Date	9/15/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$215.60
Refer	1111 HAWKINS, INC.	Ck# 020160 9/25/2023	
Cash Payment	E 601-49400-220 Repair/Maint Supply (GE	chemical pump repair	\$375.20
Invoice 6575698 9/12/2023			
Cash Payment	E 601-49400-333 Freight and Express	chemical pump repair	\$12.78
Invoice 6575698 9/12/2023			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	Azone 15	\$619.85
Invoice 6583138 9/19/2023			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	Sodium Tripoly Phosphate	\$297.50
Invoice 6583138 9/19/2023			
Cash Payment	E 601-49400-333 Freight and Express	chemicals freight	\$63.50
Invoice 6583138 9/19/2023			
Cash Payment	E 601-49400-216 Chemicals and Chem Pr	.5 labor	\$55.00
Invoice 6583138 9/19/2023			
Transaction Date	9/15/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$1,423.83
Refer	1112 BROWNS VALLEY FIRE RELIEF	Ck# 020153 9/25/2023	
Cash Payment	E 101-42260-429 Misc Grant Items for Rei	reimburse WCI Welcoming Week grant	\$500.00
Invoice			
Transaction Date	9/15/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$500.00
Refer	1113 AFSCME #65	Ck# 020149 9/18/2023	
Cash Payment	G 101-21707 Union Dues	Darrell Dobbs	\$37.68
Invoice			

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## Payments

Current Period: September 2023

Cash Payment	G 101-21707 Union Dues	Arlene Reinart		\$38.20
Invoice				
Transaction Date	9/18/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$75.88
Refer	1114 PUBLIC EMPLOYEES RETIREMEN	Ck# 013254E	9/18/2023	
Cash Payment	G 101-21704 PERA			\$1,225.81
Invoice				
Transaction Date	9/18/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$1,225.81
Refer	1115 MN DEPT OF REVENUE SW	Ck# 013255E	9/19/2023	
Cash Payment	G 101-21702 State Withholding			\$407.01
Invoice				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$407.01
Refer	1116 IRS	Ck# 013256E	9/19/2023	
Cash Payment	G 101-21701 Federal Withholding	Federal		\$467.05
Invoice				
Cash Payment	G 101-21703 FICA Tax Withholding	SS & Medicare		\$1,535.76
Invoice				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$2,002.81
Refer	1117 CALIBRATIONS AND CONTROLS I	Ck# 020154	9/25/2023	
Cash Payment	E 601-49400-300 Professional Srvs (GENE annual verification of Well Flow Meter			\$675.00
Invoice 23716 9/16/2023				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$675.00
Refer	1118 BANYON DATA SYSTEMS, INC.	Ck# 020152	9/25/2023	
Cash Payment	E 101-41000-309 Software & Design	UB internet bill pay support		\$195.00
Invoice 164353 9/14/2023				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$195.00
Refer	1119 OFFICE PEEPS	Ck# 020165	9/25/2023	
Cash Payment	E 101-41000-210 Operating Supplies (GEN contract copier ink			\$224.09
Invoice 1038857-0 9/11/2023				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$224.09
Refer	1120 FRANZESE, MATTHEW P.	Ck# 020158	9/25/2023	
Cash Payment	E 101-41610-304 Legal Fees	Sept services		\$1,025.00
Invoice				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$1,025.00
Refer	1121 ROBERTS COUNTY LANDFILL	Ck# 020167	9/25/2023	
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa	City property (Rodey Ewald)		\$140.76
Invoice 001-0000084143 9/18/2023				
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa	Rodey Ewald (Rodey Ewald)		\$72.42
Invoice 001-0000084147 9/18/2023				
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa	Rita Kloeckner 221 Church		\$31.62
Invoice 001-0000084076 9/14/2023				
Cash Payment	E 603-49500-384 Refuse/Garbage Disposa	Rita Kloeckner 221 Church		\$20.91
Invoice 001-0000084085 9/14/2023				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$265.71
Refer	1122 DAKOTA WASTE SOLUTIONS	Ck# 020157	9/25/2023	
Cash Payment	E 603-49500-300 Professional Srvs (GENE Oct garbage service			\$4,000.00
Invoice 125147 9/18/2023				
Transaction Date	9/19/2023	PRAIRIE SUN BANK	10100	<b>Total</b> \$4,000.00

Payments

Current Period: September 2023

<u>Refer</u>	1123 <u>TRAVERSE COUNTY RECORDER</u>	<u>Ck# 020169 9/25/2023</u>	
Cash Payment	E 101-41000-304 Legal Fees	recorder fees Meyen/Ritter reimbursed	\$113.45
Invoice			
Transaction Date	9/20/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$113.45
<u>Refer</u>	1124 <u>PIECHOWSKI, BERNICE</u>	<u>Ck# 020166 9/25/2023</u>	
Cash Payment	E 211-45500-331 Travel Expenses	ACE/cataloging mtg FF	\$106.11
Invoice			
Transaction Date	9/20/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$106.11
<u>Refer</u>	1125 <u>CENTER POINT LARGE PRINT</u>	<u>Ck# 020156 9/25/2023</u>	
Cash Payment	E 211-45500-429 Misc Grant Items for Rei	large print books	\$112.58
Invoice	2043150 9/11/2023		
Transaction Date	9/20/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$112.58
<u>Refer</u>	1126 <u>CENGAGE LEARNING</u>	<u>Ck# 020155 9/25/2023</u>	
Cash Payment	E 211-45500-429 Misc Grant Items for Rei	large print books	\$111.26
Invoice	82513615 9/13/2023		
Transaction Date	9/20/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$111.26
<u>Refer</u>	1127 <u>BAKER &amp; TAYLOR</u>	<u>Ck# 020151 9/25/2023</u>	
Cash Payment	E 211-45500-435 Books and Pamphlets	books	\$155.34
Invoice	2037770109 9/1/2023		
Cash Payment	E 211-45500-333 Freight and Express	books	\$1.56
Invoice	2037770109 9/1/2023		
Transaction Date	9/20/2023	PRAIRIE SUN BANK 10100	<b>Total</b> \$156.90
<u>Refer</u>	1128 <u>OTTERTAIL POWER COMPANY</u>	<u>Ck# 013257E 9/21/2023</u>	
Cash Payment	E 101-41000-381 Electric Utilities	14-060262 Comm Ctr	\$140.55
Invoice			
Cash Payment	E 602-49450-381 Electric Utilities	14-065992 W Brdwy Grind	\$0.00
Invoice			
Cash Payment	E 101-43000-381 Electric Utilities	14-061130 Bulk Station	\$14.14
Invoice			
Cash Payment	E 101-45000-381 Electric Utilities	14-061130 Bulk Station	\$7.07
Invoice			
Cash Payment	E 601-49400-381 Electric Utilities	14-061130 Bulk Station	\$4.23
Invoice			
Cash Payment	E 602-49450-381 Electric Utilities	14-061130 Bulk Station	\$2.83
Invoice			
Cash Payment	E 101-43160-381 Electric Utilities	14-004837 Street lights	\$1,331.08
Invoice			
Cash Payment	E 601-49400-381 Electric Utilities	14-004838 Well #3	\$323.76
Invoice			
Cash Payment	E 602-49450-381 Electric Utilities	14-004839 Renville Disp Lift	\$0.00
Invoice			
Cash Payment	E 601-49400-381 Electric Utilities	14-004840 Well #1	\$23.10
Invoice			
Cash Payment	E 101-41000-381 Electric Utilities	14-004841 Fire Siren	\$8.57
Invoice			
Cash Payment	E 101-41000-381 Electric Utilities	14-004843 City/Fire Hall	\$105.95
Invoice			
Cash Payment	E 101-42153-381 Electric Utilities	14-004843 City/Fire Hall	\$22.71
Invoice			

Payments

Current Period: September 2023

Cash Payment Invoice	E 101-42260-381	Electric Utilities	14-004843	City/Fire Hall	\$22.70
Cash Payment Invoice	E 602-49450-381	Electric Utilities	14-004844	321 Lift Sation	\$2.66
Cash Payment Invoice	E 101-45000-381	Electric Utilities	14-005010	Bdwy Museum	\$136.28
Cash Payment Invoice	E 101-43000-381	Electric Utilities	14-005159	Shop	\$101.94
Cash Payment Invoice	E 101-45000-381	Electric Utilities	14-005159	Shop	\$50.97
Cash Payment Invoice	E 601-49400-381	Electric Utilities	14-005159	Shop	\$30.58
Cash Payment Invoice	E 602-49450-381	Electric Utilities	14-005159	Shop	\$20.39
Cash Payment Invoice	E 101-45000-381	Electric Utilities	14-010558	796 W Bdwy SB Cabin	\$31.83
Cash Payment Invoice	E 101-42260-381	Electric Utilities	14-020839	Fire Hall	\$140.32
Cash Payment Invoice	E 211-45500-381	Electric Utilities	14-023343	Library	\$265.28
Cash Payment Invoice	E 101-45000-381	Electric Utilities	14-034884	Backus Field	\$28.39
Cash Payment Invoice	E 101-45000-381	Electric Utilities	14-036446	Backus Field	\$28.27
Cash Payment Invoice	E 101-45000-381	Electric Utilities	14-040532	Hwy 28 Shelter	\$414.17
Cash Payment Invoice	E 101-43000-381	Electric Utilities	14-086156	New City Shop	\$18.79
Cash Payment Invoice	E 101-45000-381	Electric Utilities	14-086156	New City Shop	\$9.40
Cash Payment Invoice	E 601-49400-381	Electric Utilities	14-086156	New City Shop	\$5.63
Cash Payment Invoice	E 602-49450-381	Electric Utilities	14-086156	New City Shop	\$3.76
Cash Payment Invoice	E 602-49450-381	Electric Utilities	14-065992	W Brdwy Grind	\$0.00
Transaction Date	9/20/2023		PRAIRIE SUN BANK	10100	<b>Total</b> \$3,295.35
Refer	1129	MATHESON TRI-GAS INC	Ck# 020163	9/25/2023	
Cash Payment Invoice	E 101-42153-210	Operating Supplies (GEN oxygen medical			\$40.91
Transaction Date	9/21/2023		PRAIRIE SUN BANK	10100	<b>Total</b> \$40.91
Refer	1130	4TH STREET AUTO	Ck# 020150	9/25/2023	
Cash Payment Invoice	E 101-42260-220	Repair/Maint Supply (GE tube in Kawasaki Mule tire			\$40.00
Transaction Date	9/21/2023		PRAIRIE SUN BANK	10100	<b>Total</b> \$40.00
Refer	1131	MADISON NATIONAL LIFE	Ck# 020162	9/25/2023	
Cash Payment Invoice	E 101-41000-130	Employer Paid Ins (GEN October life premiums			\$24.33
Transaction Date	9/22/2023		PRAIRIE SUN BANK	10100	<b>Total</b> \$24.33



Payments

Current Period: September 2023

Fund Summary

	10100 PRAIRIE SUN BANK
101 GENERAL FUND	\$17,064.04
211 LIBRARY	\$752.13
601 WATER FUND	\$2,526.99
602 SEWER FUND	\$1,220.24
603 REFUSE (GARBAGE) FUND	\$4,265.71
	<hr/>
	\$25,829.11

Pre-Written Checks	\$25,829.11
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$25,829.11

**STATUS: Quote**

**Midwest Powersports, Inc.**  
1608 Morningside Dr.  
PO Box 1003  
Milbank, SD 57252  
605-432-9111  
www.midwestpowersports.net

**Quote #: 62603**



Invoice Date:

Print Date: 9/20/2023

**BILLING ADDRESS**

BROWNS VALLEY FIRE DEPT.

19 3rd St.S.  
PO Box 334  
Browns Valley, MN 56219  
(605) 880 - 9629

**SHIPPING ADDRESS**

BROWNS VALLEY FIRE DEPT.

19 3rd St.S.  
PO Box 334  
Browns Valley, MN 56219  
(605) 880 - 9629

Req	Fill	Item No.	Item Description	Your Price	Amount
1.00	1.00		2023 RANGER 1000 EPS GREEN	13,897.00	13,897.00
1.00	1.00		PRICE GOOD UNTIL SEPTEMBER 30 2023	0.00	0.00

**Total Invoice**

<b>Subtotal:</b>	13,897.00
<b>Total:</b>	13,897.00
<b>Shipping:</b>	0.00
<b>Sales Tax:</b>	0.00
<b>Total Due:</b>	13,897.00
<b>Payment Received:</b>	0.00
<b>Balance Due:</b>	13,897.00

Tracking No. \_\_\_\_\_

Empty box for tracking number

25% RESTOCKING CHARGE ON ALL RETURNED ITEMS

**\*\*NOT RESPONSABLE FOR LOST OR STOLEN ITEMS\*\* NO RETURNS AFTER 15 DAYS\*\* NO RETURNS ON ELECTRICAL ITEMS ---- NO EXCEPTIONS"**

**"NO RETURNS ON SPECIAL ORDERED ITEMS**



# Hi-Way Service

701 6th Street Southeast  
Hankinson, ND 58041  
(701) 242-7726

# Bill of Sale

Sales Person: Kelly Krump

Deal # 1879

Date: 09/18/2023

Buyer: Browns Valley, City Of  
N/A, NOT DEFINED, -- (NOT DEFINED)  
00000

Stock#	Unit	VIN	Mi/Hrs	Price
NR233586 46	New 2023 Polaris Ranger 1000 Sport EPS (Sagebrush Green)	3NSTAE996PH358646	0	\$14,499.00
<b>Total Unit(s) Price:</b>				<b>\$14,499.00</b>

Invoice Summary	
Total Unit(s) Price:	\$14,499.00
Total Freight:	\$0.00
Total Set-Up:	\$0.00
Total Other:	\$0.00
Total F&I:	\$0.00
Total Parts:	\$0.00
Total Service:	\$0.00
Sales Tax:	\$0.00
Doc Fees:	\$50.00
Other Fees:	\$0.00
<b>Total Sale Price:</b>	<b>\$14,549.00</b>
Trade-In Allowance:	\$0.00
Trade-In Payoff:	\$0.00
Trade-In Value:	\$0.00
Cash Back:	\$0.00
Payments:	\$0.00
<b>Balance Due:</b>	<b>\$14,549.00</b>

## ARTICLE XI SICK LEAVE

**Section A.** All full-time employees shall accrue sick leave days at the rate of one (1) working day per month or not more than eight (8) hours per month. Sick leave shall accumulate to a maximum of one hundred (100) days.

**Section B.** Effective January 1, 1999, part-time employees covered under this Agreement shall earn sick leave pro rata based on the hours normally scheduled to a maximum of fifty (50) days.

**Section C.** Accrued sick leave shall be granted under the following conditions:

- An employee's own, or family member's: diagnosis, care, treatment for a mental or physical illness, injury, or other health condition.
- An employee's own or family member's need for preventative medical or health care.
- Absence due to domestic abuse, sexual assault, or stalking of employee or their family member. Policy must at least allow employee to, or assist family member to:
  - Seek medical care for related physical or psychological injury or disability.
  - Obtain services from Victim Services organization.
  - Obtain counseling.
  - To relocate or secure their home.
  - To receive legal advice, take legal action or prepare for any related legal proceeding.
- Closure of their workplace due to weather or a public emergency.
- Employees need to care for a family member whose school or place of care has been closed due to weather or public emergency.
- Employees Inability to work or telework because:
  - The employer prohibits them from working due to potential transmission of illness related to a public emergency.
  - Seeking or awaiting the results of test or diagnosis of communicable disease related to a public emergency due to exposure or at the employer's request.
- When a health care professional determines employee should quarantine because of exposure to a communicable disease regardless of if they contracted the disease.

For the purpose of the above list, an employee's family shall include the employee's, their spouses, or their registered domestic partner's:

- Child, • Foster Child, • Adult Child, • Legal Ward, • Child In-Law • Spouse • Domestic Partner
- Sibling
- Stepsibling • Foster Sibling • Stepparent • Adoptive Parent • Foster Parent • Biological Parent. • Grandchild
- Foster Grandchild • Step-grandchild • Grand Parent • Step-Grand Parent • Sibling of parents • Siblings Child (child as defined here).
- Child for whom employee stands in place of parents.
- Person who stood in place of a parent when the employee was a minor.
- Child for whom employee is a legal guardian.
- Any individual related by blood or whose is equivalent of a family relationship.
- Up to one individual annually not listed above is designated by the employee.



September 15, 2023

City of Browns Valley  
Jodi Hook-Hansen  
PO Box 334  
Browns Valley, MN 56219-0334

Subject: West Central Initiative Request for Donation

Ms. Hook-Hansen:

Thank you to the Browns Valley council members, mayor, and city staff for considering our request for a donation to WCI to support our work in economic, community and workforce development in Browns Valley and the nine-county region we serve. Please reach out to me at (218) 998-1612 with any questions about your contribution, this agreement, WCI's services and/or opportunities for us to partner on initiatives in your community. Please return this agreement at your earliest convenience.

Thank you,  
Rebecca Lynn Petersen, Director of Development

For the calendar year 2024: \$ 750.00 to WCI Annual Fund  
Amount approved by council: \$ \_\_\_\_\_  
WCI, please send invoice for payment on: \_\_\_\_/\_\_\_\_/ 2024

The City of Browns Valley understands that this document is not legally binding to the City but is a statement of charitable intentions and plans for West Central Initiative.

\_\_\_\_\_  
City of Browns Valley

\_\_\_\_\_  
Date

\_\_\_\_\_  
Anna Wasescha, President & CEO, West Central Initiative

\_\_\_\_\_  
Date