

COTTONWOOD CITY COUNCIL AGENDA
INTERACTIVE ATTENDANCE | ZOOM ID 643-926-8757 & PASSWORD 866664
IN PERSON ATTENDANCE | FIRE HALL 100 WEST 2ND STREET
TUESDAY, FEBRUARY 7TH 2023 | 7:00PM



I. CALL TO ORDER & FLAG PLEDGE

II. CONSENT AGENDA (*ONE MOTION APPROVES ALL ITEMS*)

- A. RESOLUTION 2023_0207 DONATION TO COTTONWOOD AMBULANCE SERVICE - \$200 HANLEY FALLS SC
- B. RESOLUTION 2023_0207A LAKEVIEW BOOSTER CLUB OFF-SITE GAMBLING PERMIT

III. AGENDA ADDITIONS

IV. FOLLOW UP

- A. RAINS PROPERTY
- B. PAY EQUITY REPORT

V. REPORTS & DEPARTMENT UPDATES

- A. SHERIFF'S DEPARTMENT REPORT
- B. PUBLIC WORKS DEPARTMENT REPORT – ALLEN OLSEN
- C. ADMINISTRATION REPORT – TEATHER BLISS
 - i. Review of Fee Schedule & Set Hearing Date (February 21st)
 - ii. Lindsay Court
- D. FIRE DEPARTMENT REPORT
 - i. Approval of Derek Naab as Assistant Fire Chief
 - ii. Approval of Robbie Gifford as Captain
 - iii. Approval of Andrew Praus as Captain
- E. AMBULANCE SERVICE REPORT
 - i. January Meeting Minutes
 - ii. Consideration to accept the resignation of Brandon Jeseritz from the Cottonwood Ambulance Service
 - iii. Approval of LeeAnn Boehne as Ambulance Director
 - iv. Approval of Sara Hubbard as Assistant Ambulance Director

VI. NEW ITEMS

- A. ADMINISTRATION
- B. ZONING
 - i. Set Public Hearing for Zoning Variance – Chris Gniffke (February 21st)

VII. OTHER BUSINESS

- A. COUNCIL REQUESTS OR TASKS FOR CITY STAFF
- B. CONCERNED CITIZENS LOG – NO UPDATE
- C. CONSIDERATION TO APPROVE BILL PAYMENT TOTALING \$39,5870.21: 101 GENERAL FUND \$32,281.31 | 206 AMBULANCE FUND \$2,064.54 | 207 FIRE FUND \$3,083.63 | 601 WATER FUND \$1,926.90 | 602 SEWER FUND \$213.83

VIII. VISITORS TO BE HEARD

This portion of the agenda is reserved for citizens and other attendees, outside the regular meeting agenda, to address the City Council. Presentations are limited to three (3) minutes per individual or fifteen (15) minutes for the total session.

Reminder to please remain professional and courtesy, offensive and derogatory behavior will not be tolerated.

IX. DATES TO REMEMBER: FEBRUARY 20, 2023 – PRESIDENTS DAY (OFFICE CLOSED) | FEBRUARY 21, 2023 – PUBLIC HEARING FOR ROAD & ADDRESS

X. MONTHLY SCHEDULES: FIRST TUESDAY – EDA @ 5:30PM & COUNCIL @ 7:00PM | SECOND MONDAY – FIRE @ 6:30PM | COTTONWOOD AMBULANCE – LAST MONDAY @ 6PM

XI. ADJOURNMENT

RESOLUTION NO. 2023_0207
A RESOLUTION ACCEPTING A DONATION TO THE
COTTONWOOD AMBULANCE SERVICE

WHEREAS, the City of Cottonwood is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, *Hanley Falls Senior Center* has offered to contribute the amount of *Two Hundred Dollars* to the Cottonwood Ambulance Service.

WHEREAS, the terms or conditions apply to the donations, if any, are as follows; *no conditions apply*.

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COTTONWOOD, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Cottonwood, Minnesota this seventh day of February 2023.

Mayor

Attested:

SEAL

City Clerk

RESOLUTION NO. 2023_0207A
A RESOLUTION PERMITTING THE LAKEVIEW BOOSTER CLUB
CHARITABLE GAMBLING ORGANIZATION TO CONDUCT OFF-SITE GAMBLING.

WHEREAS, the *Lakeview Booster Club Charitable Gambling Organization. License No. 035466*, has submitted an application for a Minnesota Lawful Gambling Application to Conduct Off-Site Gambling;

WHEREAS, such Off-Site Gambling Application is to be used for the Lawful Gambling at the following location;

142 West Main, the Cottonwood Community Center, in Cottonwood, Minnesota;

WHEREAS, the City of Cottonwood has no objections to the Applicant conducting the Lawful Gambling;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COTTONWOOD, MINNESOTA AS FOLLOWS:

The Lakeview Booster Club Charitable Gambling Organization is approved to conduct Off-Site Gambling as stated on the Minnesota Lawful Gambling Application.

Passed by the City Council of Cottonwood, Minnesota this seventh day of February 2023.

Mayor

Attested:

SEAL

City Clerk-Administrator

LG230 Application to Conduct Off-Site Gambling**No Fee****ORGANIZATION INFORMATION**

Organization Name: LAKEVIEW BOOSTER CLUB, INC License Number: 35466

Address: PO BOX 364 City: COTTONWOOD, MN Zip: 56229

Chief Executive Officer (CEO) Name: TODD BOSSUYT Daytime Phone: 507-829-0606

Gambling Manager Name: JANEL TIMM Daytime Phone: 507-640-1469

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 02 / 25 / 23 to 02 / 25 / 23

Check the type of games that will be conducted:

☐

Raffle

☐

Pull-Tabs

☒

Bingo

☐

Tipboards

☐

Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: COTTONWOOD COMMUNITY CENTER

Street address and

City (or township): 142 W MAIN ST, COTTONWOOD, MN Zip: 56229 County: LYON

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

☐

Yes If yes, a lease is not required.

☒

No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$ 0.00 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____ Date: _____

Print Lessor's Name: _____

CONTINUE TO PAGE 2

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>COTTONWOOD</u> Date Approved by City Council: <u>FEBRUARY 7, 2023</u> Resolution Number: <u>RESOLUTION 2023_0207A</u> (If none, attach meeting minutes.) Signature of City Personnel: Title: <u>MAYOR</u> Date Signed: <u>02/07/2023</u>	County Name: _____ Date Approved by County Board: _____ Resolution Number: _____ (If none, attach meeting minutes.) Signature of County Personnel: Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; text-align: center;"> Local unit of government must sign. </div>	TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.


1-8-23
Signature of CEO (must be CEO's signature; designee may not sign) Date

Mail or fax to:

Minnesota Gambling Control Board
Suite 300 South
1711 West County Road B
Roseville, MN 55113
Fax: 651-639-4032

No attachments required.

Questions? Contact a Licensing Specialist at 651-539-1900.

This publication will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.

If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Filed in District Court
State of Minnesota
12/22/2022

State of Minnesota
Lyon County

District Court
Fifth Judicial District

Court File Number: **42-CV-22-1160**

Case Type: Civil Other/Misc.

FILE COPY

Notice of:

<input checked="" type="checkbox"/>	Filing of Order
<input checked="" type="checkbox"/>	Entry of Judgment
<input type="checkbox"/>	Docketing of Judgment

City of Cottonwood vs Joseph Rains

You are hereby notified that the following occurred regarding the above-entitled matter:

<input checked="" type="checkbox"/>	An Order was filed on December 22, 2022.
<input checked="" type="checkbox"/>	Judgment was entered on December 22, 2022.
<input type="checkbox"/>	You are notified that judgment was docketed on at in the amount of \$. Costs and interest will accrue on this amount from the date of entry until the judgment is satisfied in full.

Dated: December 22, 2022

Aimee Primus
Court Administrator
Lyon County District Court
607 W Main Street
Marshall MN 56258
507-706-7050

cc: Joseph Rains
MATTHEW BRUCE GROSS

A true and correct copy of this Notice has been served pursuant to Minnesota Rules of Civil Procedure, Rule 77.04.

STATE OF MINNESOTA

IN DISTRICT COURT

COUNTY OF LYON

FIFTH JUDICIAL DISTRICT

City of Cottonwood,

Court File No.: 42-CV-22-1160

Plaintiff,

v.

**DEFAULT ENFORCEMENT
ORDER FOR JUDGMENT AND
JUDGMENT**

Joseph Rains,

Defendant.

The above-entitled matter came on for a default enforcement hearing before the Honorable Tricia Zimmer, Judge of District Court, via Zoom (video) at the Lyon County Courthouse in Marshall, Minnesota on December 21, 2022. Attorney Matthew B. Gross appeared on behalf of Plaintiff City of Cottonwood. There was no appearance by the Defendant.

Based upon information, evidence and arguments made at said hearing, the Court orders as follows:

ORDER

1. Pursuant to Minn. Stat. 463.21 and Cottonwood City Ordinance 92.23(B), the City of Cottonwood is authorized to enforce its Abatement Order dated September 13, 2022, and as amended in its October 4, 2022 Extension, and abate the nuisances on the property located at 90 Vermillion Street West in the City of Cottonwood, legally described as:

Lots Eleven (11) and Twelve (12), Block Three (3), Arneson & Olson's First Addition to the City of Cottonwood, Lyon County, Minnesota.
2. The City of Cottonwood, its officers, officials, and employees as duly designated by the City of Cottonwood, are hereby granted authority to enter the property located at 90 Vermillion Street West at any time after January 16, 2023, at a date and time that the City of Cottonwood deems fit and appropriate, to accomplish the provisions of this Order on such terms that the City of Cottonwood may deem appropriate.

3. The City of Cottonwood, its officers, officials, and employees, as duly designated by the City of Cottonwood, are authorized to remove all personal property constituting a nuisance and to remove all personal property and to place said personal property into storage at the expense of the owners.
4. The City of Cottonwood may assess a special assessment against the real property described herein for the costs of the abatement of the nuisances incurred by the City of Cottonwood in the enforcement of this Order.

Dated: December 22, 2022

BY THE COURT:

By: _____

Judge of District Court

Pay Equity Implementation Report

Part A: Jurisdiction Identification

Jurisdiction: Cottonwood
78 West Main St
PO Box 106
Cottonwood, MN 56229

Jurisdiction Type: City

Contact: Teather Bliss

Phone: (507) 423-6488

E-Mail: teather@cityofcottonwoodmn.com

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system was used: State Job Match

Description:

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:
There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

City Office

(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Cottonwood City Council

(governing body)

Corey Moseng

(chief elected official)

Mayor

(title)

Part C: Total Payroll

\$246912.00

is the annual payroll for the calendar year just ended December 31.

- ☒ Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 12/14/2022

Job Class Data Entry Verification List

Case: 2022 DATA

Cottonwood

LGID: 664

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
4	Public Works Foreman	1	0	0	M	141	4625.00	4720.00	3.00	25.00	Performance
5	Public Works Technician	1	0	0	M	154	3748.00	4480.00	3.00	4.00	Performance
3	Deputy Clerk	0	1	0	F	196	3440.00	4480.00	3.00	3.00	Performance
2	Public Works Supervisor	1	0	0	M	235	4440.00	5600.00	3.00	17.00	Performance
1	Clerk-Administrator	0	1	0	F	463	4323.00	5280.00	3.00	4.50	Performance

Job Number Count: 5

JOB ID	JOB TITLE	MALE	FEMALE	NB	POINTS	MIN SALARY	MAX SALARY	YRS TO MAX	YRS OF SERV	SERVICE BASE
1	Clerk-Administrator	0	1	0	463	\$ 4,323.00	\$ 5,280.00	3	4.5	Performance
2	Public Works Supervisor	1	0	0	235	\$ 4,440.00	\$ 5,600.00	3	17	Performance
3	Deputy Clerk	0	1	0	196	\$ 3,440.00	\$ 4,480.00	3	3	Performance
4	Public Works Foreman	1	0	0	141	\$ 4,625.00	\$ 4,720.00	3	25	Performance
5	Public Works Technician	1	0	0	154	\$ 3,748.00	\$ 4,480.00	3	4	Performance

	TITLE	POINTS BASED ON	CURRENT WAGE	3 YR MAX	YRS TO NEXT REPORT	YEARS OF EMP.	RAISES BASED ON
1	Clerk-Administrator	MN State Job Matching System Positions: Administrator, Planner/EDA, Accounting, Grants/Funding	\$ 27.02	\$ 33.00	3	4.5	Performance/Evals
2	Public Works Supervisor	MN State Job Matching System Positions: Maintenance/Utilities Super, Heavy Equip Mechanic, Heavy Equip Op, W/S Op, W/S/Str Maintenance	\$ 27.75	\$ 35.00	3	17	Performance/Evals
3	Deputy Clerk	MN State Job Matching System Positions: Admin Assistant, Account Clerk, Office Services	\$ 21.50	\$ 28.00	3	3	Performance/Evals
4	Public Works Foreman	MN State Job Matching System Positions: Gen Maint,W/S/Str Maintenance, General Mechanic, Heavy Equip Op, W/S Op, Meter Reader	\$ 28.91	\$ 29.50	3	25	Performance/Evals
5	Public Works Technician	MN State Job Matching System Positions: Gen Maint,W/S/Str Maintenance, General Mechanic, Heavy Equip Op, W/S Op, Meter Reader	\$ 23.43	\$ 28.00	3	4	Performance/Evals

	Title	Job Function	Job Points	% of Title	Total
1	Administrator			100%	463
		Administrator	496	50%	248
		Planner/EDA	511	25%	128
		Accounting	342	20%	68
		Grants/Funding	382	5%	19
2	Public Works Supervisor			100%	235
		Maintenance Super	218	22.5%	49
		Mechanic	237	10%	24
		Heavy Equipment	163	5%	8
		Utilities Super	353	22.5%	79
		Wastewater Operator	180	15%	27
		S&W Maintenance	152	5%	8
		Water Operator	180	15%	27
		Street Maintenance	252	5%	13
3	Deputy Clerk			100%	196
		Admin Assistant	238	33%	79
		Account Clerk	151	33%	50
		Office Services	200	34%	68
4	Public Works Foreman			100%	141
		General Main. Worker	124	78%	97
		Street Maintenance	252	10%	25
		Mechanic	208	1%	2
		Heavy Equipment	163	5%	8
		S&W Maintenance	152	5%	8
		S&W Operator	180	0%	-
		Meter Reader	144	1%	1
5	Public Works Technician			100%	154
		Laborer	124	55%	68
		Street Maintenance	252	10%	25
		S&W Operator	180	5%	9
		Mechanic	208	10%	21
		Heavy Equipment	163	5%	8
		S&W Maintenance	152	10%	15
		Meter Reader	144	5%	7

CITY OF COTTONWOOD FEE SCHEDULE

I. COTTONWOOD COMMUNITY CENTER RATES

Special Community Event

Bloodmobile	Free
Local Government Organization	Free
Local Business Organization.....	\$25.00
Non-Profit Organization/Fundraiser	\$25.00
Any Special Community Event with Alcohol	\$100.00

Small Party Event

Graduation	\$75.00
Reunion	\$75.00
Holiday Party	\$75.00
Birthday Party	\$75.00
Showers.....	\$75.00
Small Party Event with Alcohol	\$150.00

Large Event

Quinceañera.....	\$250.00
Grooms Supper	\$250.00
Anniversary/Retirement	\$250.00
Other Large Celebration	\$250.00

Wedding Package

Package includes reservation for up to three days and the option of Bridal Shower if scheduling permits.

Wedding Event:	\$500.00
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Alcohol

If alcohol will be present at any Cottonwood public facility event, the fee shall apply to all – including events being serviced from a licensed establishment. Refund will be made with deposit as long as the City has received all required documentation for alcohol to be served prior to the event.

Refundable Liquor Deposit	\$250.00
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Deposits

Deposit will be made at the time of booking and check will be cashed. Once event has concluded and facility has been inspected and cleaned based on check list on application, deposit amount will be refunded via mail. If key is not returned timely, cleaning check list is not met, or there is damage found then deposit will not be returned.

Community and Small Events	\$100.00
Large Events	\$250.00
Wedding.....	\$500.00

II. CITY SERVICES & PENALTY RATES

Administrative Fees

Animal License	\$10.00
Lifetime Animal License	\$120.00
Plumbing License	\$15.00
Tobacco License.....	\$15.00
ATV & Carts Annual Permit	\$20.00
Garbage Hauling Permit.....	\$50.00
On-Sale Liquor License.....	\$1500.00
Off-Sale Liquor License	\$200.00
Sunday Liquor License.....	\$200.00

Planning & Zoning Fees

Zoning Permit (Up to \$4999.99 value).....	\$50.00
Zoning Permit (Over \$5000.00 value).....	\$100.00
Shoreline Alteration Permit	\$100.00
Variances.....	\$300.00
Conditional Use Permits	\$100.00
Planned Unit Development.....	\$150.00
Amendments to Zoning Ordinance.....	\$100.00
Zoning Permit Extension (Up to \$4999.99 value).....	\$50.00
Zoning Permit Extension (Over \$5000.00 value)	\$100.00

Staff and Equipment Fees

Rates are billed at a minimum of one (1) hour.

One (1) Man Hour	\$50.00
Weed Wacker.....	\$50.00
Chop saw/ Chainsaw	\$50.00
Metal Detector.....	\$20.00
Snow Blower/Road Patrol.....	\$100.00
Street Sweeper.....	\$100.00
Mower.....	\$100.00
Pull Behind Generator.....	\$100.00
Pumps	\$100.00
Dump Truck/Plow Truck	\$150.00
Loader/Skid Steer/Hoist Truck.....	\$200.00
Vactor Jetter Truck.....	\$300.00
Large Parking Lot Sanding.....	\$150.00
Small Parking Lot Sanding	\$75.00

Fines & Penalties

Nonsufficient Funds (NSF) Returned Check.....	\$30.00
ATV, Golf Cart, or Animal Licensing Violation.....	\$100.00
Winter Parking Violation.....	\$20.00
Sump Pump Violation	\$50.00 per month
Zoning Violations	\$200.00 plus double application fee
Public Nuisance & Junk Violation.....	\$200.00 plus additional abatement fees
Alcohol Policy Violation	\$500.00
All Other City Code Violations.....	\$100.00

III. WATER & SEWER RATES

Water & Sewer Rates shall be set by the Cottonwood City Council per Resolution each year and updated with the fee schedule.

Base Rates

Water Usage per 1,000 Gallons	\$5.00
Water Base per Month	\$12.00
Sewer Usage per 1,000 Gallons	\$6.00
Sewer Base per Month.....	\$18.00
Sewer Only per Month.....	\$10.25
Bulk Water per 1,000 Gallons	\$10.00
Rural Water per 1,000 Gallons.....	\$8.30
Rural Sewer per 1,000 Gallons.....	\$10.00
Cottonwood Country Club Water	\$87.10 per month (Rural Rate for 13,000 gallons)
School Ballfield Water.....	\$2.00 per 1000 Gallons (For 1st 150,000 Gallons)
School Ballfield Excess Water	\$4.60 per 1000 Gallons (For all excess of 150,000 Gallons)

New Connections

Charges are for all new hook-ups within the City of Cottonwood. Sewer connection shall increase \$30.00 per year. Water connection shall increase by \$10.00 per year. Various areas of the City have experienced special assessments due to water supply needs for housing additions, therefore for each area of the City designed under new water connection the following equation shall be used:
\$150 x % paid by prior assessment = \$ off base connection price

New Sewer Connection.....	\$1730.00
New Water Connection	\$300.00
○ Lots 10-20, Block 2 & Lots 12-24, Block 1 of Lakeview Estates (50%)	\$225.00
○ Lots 1-9, Block 2 & Lots 1-11, Block 1 of Lakeview Estates (33%)	\$250.50
○ Idso Addition & Second (100%)	\$150.00
○ Northwood Addition & First (100%)	\$150.00
○ Empty Bel-Mar Lots (33%)	\$250.50
○ South of 750 West First Street South (100%)	\$150.00
○ Southeast Addition (100%)	\$150.00

IV. EMERGENCY SERVICES & CALL RATES

Fire Calls

Fire call rates are billable for two (2) hours with additional per hour rate set for calls exceeding two (2) hours.

Grass & Trash Fires	\$1000.00
Structural Fires	\$1000.00
Vehicle Fires	\$1000.00
Chief's Page	\$100.00
Assist Ambulance Service at Vehicle Accident (Includes Extractions).....	\$1000.00
False Alarms	\$500.00
Controlled Fires without Permits.....	\$1500.00
Power Outage (Transformer).....	\$1000.00
Ice and Water Rescue	\$1000.00
Hazmat Charge (Plus Lost and Destroyed Equipment).....	\$2500.00
Foam (Per 5 Gallons).....	\$200.00
Call Charge Rate Per Hour After 2Hr.	\$350.00

Ambulance Calls

Basic Life Support Transport	\$1250.00
Advanced Life Support Transport	\$1500.00
Transport Mileage.....	\$24/mile
Advanced Life Support Intercept	\$1500.00
Advanced Life Support Level 2 Additional Rate.....	\$250.00
Hazmat (Plus Lost and Destroyed Equipment)	\$2500.00
Multi-Patient Discount.....	(2 Patients- 20%) (3 Patients- 30%)

V. EMERGENCY SERVICES PAY RATE

Ambulance Wages

Director	\$1000.00 annually
Assistant Director.....	\$500.00 annually
Supply Manager	\$125.00 annually
Secretary	\$125.00 annually
Senior Vehicle Custodian	\$500.00 annually
Secondary Vehicle Custodian.....	\$250.00 annually
Meeting Attendance	\$20.00 per hour
Training Sessions	\$20.00 per hour
Ambulance Runs	\$20.00 per hour
On Stand-by	\$20.00 per hour

Fire Department Wages

Chief	\$1000.00 annually
Emergency Services Coordinator	\$500.00 annually
Assistant Chief.....	\$500.00 annually
Secretary	\$100.00 annually
Captain	\$250.00 annually
Truck Captains.....	\$15.00 per hour
Meetings	\$15.00 per hour
Training Sessions.....	\$15.00 per hour
Fire Calls	\$15.00 per hour

January 30, 2023 – Cottonwood Ambulance monthly meeting

The meeting was called to order by Dane Meyer with these members present.

LeeAnn Boehne, Scott Boehne, Anna Brusven, Jeremy Dieken, Sara Hubbard, Ashley Jeseritz, Shelly Meyer, Derek Naab, Aaron Lieneman, Krista Listul and Andrew Praus.

The December 2022 minutes were discussed, and changes were made to Shelly's last name and the change was approved by Scott and seconded by Derek and approved by the rest of the members present.

The financial report was reviewed and accepted as presented.

National Registry for 2023, the following people that need to re-certify are, Jamie, Sara and Shelly

Those that need re-certification hours, there is a class being held in Elkton SD on March 17-19, 2023.

CPR training along with the fire department is scheduled for Monday February 27, 2023, at 18:00 at the ambulance garage training room.

The new cot mount for 921 has been installed.

921 operations, if anyone is wanting to learn more about how things work in 921 let Dane know. When you drive 921, when you get to a scene, put the parking brake on so the alarm stops beeping and then take the brake off before you leave the scene. The battery cut off switch is on the side of the council by your right knee, turn the knob to shut the batteries off.

A Digital Stethoscope was passed around for everyone to look at as we are considering purchasing one for each ambulance.

A letter of resignation effective December 31, 2022, was received from Brandon Jeseritz this was read and the motion to accept his resignation was made by Shelly and seconded by Sara and approved by the rest of the members present.

A donation to the Cottonwood Ambulance Service was received by the Senior Citizens Center of Hanley Falls.

A 2-day training at the Merit Center in Marshall was discussed. This training will take place on two different occasions in February and in March 2023.

An application for the Director position was submitted by LeeAnn and an application for the Assistant Director position was submitted by Sara was received. Due to only one application per position, no interviews were conducted. A motion to accept these positions was made by Derek and seconded by Andrew and accepted by the rest of the members present.

Defib for February 2023 is Derek and Jeremy. A defib schedule will be posted in the storeroom on the white board.

Next meeting is Monday February 27, 2023, at 18:00, with CPR training to follow.

The motion to adjourn the meeting was made by LeeAnn and seconded by Scott and approved by the rest of the members present.

Training was followed by Granite Falls focusing on Binder lift, adult and pediatric resuscitation.

Meds were also checked in both rigs.

Shelly Meyer – Secretary



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Payments

Current Period: January 2023

Payment Batch 013023_BILLPAY

\$14,606.78

Refer	9227	GEIHL CONSTRUCTION INC	Ck# 050910	1/30/2023		
Cash Payment	E 101-45300-361	General Liability Insuranc	SENIOR CENTER ROOF REPAIR LABOR		\$1,392.00	
Invoice	4582					
Transaction Date	1/30/2023	General Checking	10100	Total	\$1,392.00	
Refer	9228	MURPHY, JOHN	Ck# 050914	1/30/2023		
Cash Payment	E 101-45300-361	General Liability Insuranc	FORK LIFT RENTAL FOR SENIOR CENTER ROOF REPAIR- 6 DAYS		\$1,000.00	
Invoice						
Transaction Date	1/30/2023	General Checking	10100	Total	\$1,000.00	
Refer	9229	AGRI-SYSTEMS	Ck# 050907	1/30/2023		
Cash Payment	E 101-45300-361	General Liability Insuranc	SET RAFTERS FOR SENIOR CENTER ROOF REPAIR		\$750.00	
Invoice	17189					
Transaction Date	1/30/2023	General Checking	10100	Total	\$750.00	
Refer	9230	GEIHL CARPENTRY	Ck# 050909	1/30/2023		
Cash Payment	E 101-45300-361	General Liability Insuranc	SENIOR CENTER ROOF REPAIR 99 HOURS @60.00/HOUR		\$5,940.00	
Invoice						
Transaction Date	1/30/2023	General Checking	10100	Total	\$5,940.00	
Refer	9231	GEIHL, THOMAS	Ck# 050911	1/30/2023		
Cash Payment	E 101-45300-361	General Liability Insuranc	SENIOR CENTER ROOF REPAIR 70 HOURS @ 40.00/HOUR		\$2,800.00	
Invoice						
Transaction Date	1/30/2023	General Checking	10100	Total	\$2,800.00	
Refer	9232	MUNSON, JAMES	Ck# 050913	1/30/2023		
Cash Payment	R 101-45100-34720	Deposits - Reimbursa	CC RENTAL DEPOSIT REFUND		\$100.00	
Invoice						
Transaction Date	1/30/2023	General Checking	10100	Total	\$100.00	
Refer	9233	XCEL	Ck# 050915	1/30/2023		
Cash Payment	E 101-43000-381	Electric Utilities	NEW TRUCK WASH ELECTRIC BILL		\$154.35	
Invoice	812446273					
Transaction Date	1/30/2023	General Checking	10100	Total	\$154.35	
Refer	9234	XCEL	Ck# 050915	1/30/2023		
Cash Payment	E 101-43160-381	Electric Utilities	HWY 23 STREET LIGHTS		\$25.68	
Invoice	812209862					
Transaction Date	1/30/2023	General Checking	10100	Total	\$25.68	
Refer	9235	MAGUIRE IRON	Ck# 050912	1/30/2023		
Cash Payment	E 601-49400-300	Professional Services	CLEANING OF THE WATER TOWER		\$1,914.75	
Invoice	3011					
Transaction Date	1/30/2023	General Checking	10100	Total	\$1,914.75	
Refer	9236	AVERA GRANITE FALLS	Ck# 050908	1/30/2023		
Cash Payment	E 206-42270-406	Mutual Aid & Intercepts	INTERCEPT 12.28.22 AND 11.14.22		\$530.00	
Invoice						
Transaction Date	1/30/2023	General Checking	10100	Total	\$530.00	



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Payments

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Current Period: January 2023

Fund Summary

	10100 General Checking
101 GENERAL FUND	\$12,162.03
206 AMBULANCE FUND	\$530.00
601 WATER FUND	\$1,914.75
	<hr/>
	\$14,606.78

Pre-Written Checks	\$14,606.78
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$14,606.78



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Payments

Current Period: February 2023

Payments Batch 020323_BILLPAY

\$24,963.43

Refer	9244	NORTH MEMORIAL AMBULANCE	-			
Cash Payment	E 206-42270-406	Mutual Aid & Intercepts	JUSTINE WECKWORTH		\$225.00	
Invoice	1629					
Cash Payment	E 206-42270-406	Mutual Aid & Intercepts	MARISSA MARES		\$225.00	
Invoice	1622					
Cash Payment	E 206-42270-406	Mutual Aid & Intercepts	KEN CRAVENS		\$225.00	
Invoice	1633					
Transaction Date	2/2/2023	General Checking	10100	Total	\$675.00	
Refer	9245	LYON COUNTY SHERIFFS DEPT	-			
Cash Payment	E 101-42150-300	Professional Services	Feb 2023 payment		\$8,353.60	
Invoice						
Transaction Date	2/6/2023	General Checking	10100	Total	\$8,353.60	
Refer	9246	BOLTON & MENK	-			
Cash Payment	E 101-41500-303	Engineering Services	DOWNTOWN REDEVELOPMENT		\$475.00	
Invoice	0305759					
Cash Payment	E 101-41500-303	Engineering Services	DEED REDEVELOPMENT		\$67.50	
Invoice	0305759					
Cash Payment	E 101-41500-303	Engineering Services	MANHOLE RENUMBERING		\$480.00	
Invoice	0305759					
Transaction Date	2/6/2023	General Checking	10100	Total	\$1,022.50	
Refer	9247	BOLTON & MENK	-			
Cash Payment	E 101-41500-303	Engineering Services	ENGINEERING SERVICES FEE		\$4,737.50	
Invoice	0305780					
Transaction Date	2/6/2023	General Checking	10100	Total	\$4,737.50	
Refer	9248	NORTH CENTRAL INTERNATIONAL	-			
Cash Payment	E 101-43000-221	Equipment Parts	PARTS FOR SHOP		\$25.20	
Invoice	403072					
Transaction Date	2/6/2023	General Checking	10100	Total	\$25.20	
Refer	9249	RSS GROUP INTERNATIONAL, INC	-			
Cash Payment	E 101-43000-215	Shop Supplies	ATD 5080 DEF PUMP FOR SHOP		\$99.99	
Invoice	72329					
Transaction Date	2/6/2023	General Checking	10100	Total	\$99.99	
Refer	9250	TRANSMEDIC BILLING	-			
Cash Payment	E 206-42270-300	Professional Services	JAN 2023 BILLING		\$385.00	
Invoice	JAN 2023					
Transaction Date	2/6/2023	General Checking	10100	Total	\$385.00	
Refer	9251	LEXIPOL	-			
Cash Payment	E 207-42200-300	Professional Services	GRANT WRITING SERVICE PER DALE LOUWAGIE		\$2,500.00	
Invoice	INVPRA114151					
Transaction Date	2/6/2023	General Checking	10100	Total	\$2,500.00	
Refer	9252	BHE RENEWABLES	-			
Cash Payment	E 101-43000-386	Solar Garden	SHOP 2/3 #302758376		\$105.80	
Invoice	11693557					



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Current Period: February 2023

Cash Payment	E 101-43000-386	Solar Garden	SHOP 1/3 #302758376		\$52.91
Invoice	11693557				
Cash Payment	E 101-45100-386	Solar Garden	CC #303498483		\$126.41
Invoice	11693557				
Cash Payment	E 101-41500-386	Solar Garden	MAIN OFFICE #303428465		\$95.62
Invoice	11693557				
Cash Payment	E 101-45500-386	Solar Garden	LIBRARY #303344390		\$41.17
Invoice	11693557				
Cash Payment	E 602-49450-386	Solar Garden	NORTHWOOD LIFT STATION #303584880		\$68.67
Invoice	11693557				
Cash Payment	E 602-49450-386	Solar Garden	MAIN STREET LIFT STATION #303975630		\$123.51
Invoice	11693557				
Cash Payment	E 207-42200-386	Solar Garden	FIRE HALL 1/2 #304446638		\$62.32
Invoice	11693557				
Cash Payment	E 206-42270-386	Solar Garden	AMBULANCE 1/2 #304446638		\$62.31
Invoice	11693557				
Transaction Date	2/6/2023	General Checking	10100	Total	\$738.72
Refer	9253	A-OX WELDING SUPPLY CO INC	-		
Cash Payment	E 206-42270-210	Operating Supplies	M		\$19.44
Invoice					
Transaction Date	2/6/2023	General Checking	10100	Total	\$19.44
Refer	9254	MN ENERGY RESOURCES	Ck# 001150E 2/6/2023		
Cash Payment	E 207-42200-383	Gas Utilities	FIREHALL 100 WEST 2ND STREET 0503306403-00001		\$382.29
Invoice					
Cash Payment	E 206-42270-383	Gas Utilities	AMBULANCE 100 WEST 2ND STREET 0503306403-00001		\$382.29
Invoice					
Cash Payment	E 101-45100-383	Gas Utilities	COMMUNITY SERVICES 142 WEST MAIN STREET		\$408.18
Invoice					
Cash Payment	E 101-41500-383	Gas Utilities	MAIN OFFICE 0503255941-00001		\$214.03
Invoice					
Cash Payment	E 602-49450-383	Gas Utilities	SHOREVIEW LIFT STATION		\$21.65
Invoice					
Cash Payment	E 101-45500-383	Gas Utilities	LIBRARY 86 WEST MAIN STREET		\$321.58
Invoice					
Cash Payment	E 101-45300-383	Gas Utilities	SENIOR CENTER 40 WEST 1ST STREET		\$53.69
Invoice					
Cash Payment	E 101-43000-383	Gas Utilities	CITY SHOP 315 E 4TH STREET 0504303492- 00001		\$1,620.58
Invoice					
Transaction Date	2/6/2023	General Checking	10100	Total	\$3,404.29
Refer	9256	AMERICAN WELDING & GAS INC	-		
Cash Payment	E 101-43000-411	Rentals	CYL RENTAL FOR WELDING		\$39.83
Invoice	09074956				
Transaction Date	2/6/2023	General Checking	10100	Total	\$39.83
Refer	9257	SOUTHWEST PEST PROS	-		



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Payments

Current Period: February 2023

Cash Payment	E 101-41500-300 Professional Services	PEST CONTROL SERVICES			\$21.00
Invoice	146011				
Cash Payment	E 101-45500-300 Professional Services	PEST CONTROL SERVICES			\$21.00
Invoice	146011				
Cash Payment	E 101-45100-300 Professional Services	PEST CONTROL SERVICES			\$21.00
Invoice	146011				
Cash Payment	E 206-42270-300 Professional Services	PEST CONTROL SERVICES			\$10.50
Invoice	146011				
Cash Payment	E 207-42200-300 Professional Services	PEST CONTROL SERVICES			\$10.50
Invoice	146011				
Transaction Date	2/6/2023	General Checking	10100	Total	\$84.00
Refer	9258 GOPHER STATE ONE CALL	-			
Cash Payment	E 601-49400-300 Professional Services	LOCATOR CALL FEES			\$12.15
Invoice	3010319				
Transaction Date	2/6/2023	General Checking	10100	Total	\$12.15
Refer	9259 COTTONWOOD HARDWARE	-			
Cash Payment	E 101-43000-220 Repairs & Maintenance	TRACTOR FLUID			\$75.98
Invoice					
Cash Payment	E 101-45100-210 Operating Supplies	TRASHBAGS FOR CC			\$17.99
Invoice					
Cash Payment	E 101-43000-220 Repairs & Maintenance	DIESEL FLUID CLEANER			\$56.97
Invoice					
Cash Payment	E 207-42200-240 Small Tools & Minor Eq	HEX BIT SET FOR FD			\$43.98
Invoice					
Cash Payment	E 101-43000-220 Repairs & Maintenance	TRUCK REPAIR BUTT SPLICE			\$8.29
Invoice					
Cash Payment	E 101-43000-220 Repairs & Maintenance	DISCONNECT F 12-10			\$13.49
Invoice					
Cash Payment	E 207-42200-210 Operating Supplies	SHELF BRACKETS			\$4.58
Invoice					
Cash Payment	E 207-42200-210 Operating Supplies	HDMI CORDS FOR TV FOR FIREHALL			\$79.96
Invoice					
Cash Payment	E 101-45100-220 Repairs & Maintenance	SUPPLIES FOR CC			\$14.47
Invoice					
Transaction Date	2/6/2023	General Checking	10100	Total	\$315.71
Refer	9260 XCEL	Ck# 001151E 2/6/2023			
Cash Payment	E 101-43160-381 Electric Utilities	STREET LIGHTS			\$2,550.50
Invoice					
Transaction Date	2/6/2023	General Checking	10100	Total	\$2,550.50



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Payments

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Current Period: February 2023

Fund Summary

	10100 General Checking
101 GENERAL FUND	\$20,119.28
206 AMBULANCE FUND	\$1,534.54
207 FIRE FUND	\$3,083.63
601 WATER FUND	\$12.15
602 SEWER FUND	\$213.83
	<hr/>
	\$24,963.43

Pre-Written Checks	\$5,954.79
Checks to be Generated by the Computer	\$19,008.64
	<hr/>
Total	\$24,963.43