

City of Bowlus
June 1st, 2026
City Council Meeting Minutes

Mayor Travis Bartkowicz called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was recited.

Consent Agenda: Jessy made a motion to approve the Minutes from May. Terri seconded the motion and it passed with all in favor. Jessy made a motion to approve the May financials. Terri seconded the motion and it passed with all in favor.

Treasurer's Report: Amber gave the treasurer's report. She is working with the work comp insurance provider to ensure the First Responders are adequately covered. There are still questions if the Responders are their own entity or if they are part of the city.

MN Power Company account logins were updated.

SLFRF covid funding reporting needs to be closed out. Amber will continue to work on this.

Amber was able to get tabs for the work truck, and they are recommending that the city get exempt plates for the vehicles to avoid future complications with DOT status.

The city received Tyco AFFF settlements in the amount of \$1060.27. Rahn's Oil card is now set up for the Public Works fuel.

Check 21648, in the amount of \$27.63, written to Rahn's was voided. Check 21507 to MN Dept. of Health was voided and a stop payment will be placed as the state did not receive this check.

The OSA initiated a brief audit and is looking for information on Fire Department spending. Brad mentioned that a FEMA grant was received and turnout gear was purchased.

Amber explained that a decision should be made with the Community Center Manager's pay so that it is in compliance with State regulations, and so ESST and PFML can be distributed to the employee. She proposed 2 options. Laura was present and did not appear to have a preference. Jessy made a motion to set a monthly salary of \$150 for the managing position plus an hourly rate for additional tasks, starting on July 1st. Terri seconded the motion and it passed unanimously. Jessy made a motion to issue Jordie's pay to date.. Terri seconded the motion and it passed unanimously. Laura will send Amber the amounts to be figured for Jordie's pay.

3 investments will mature this month; The sewer fund (\$5113.69) on 6/10/26. Nicky will check rates and reinvest where the highest rate of 1 year or less length would be. Water Tower fund at Edward Jones bond, maturing on 6/10/26 (\$27,063.45) Nicky will find the highest rate for a 1 year term. Fire Department CD maturing on 6/12/26 in the amount of \$26,000 will be renewed for 6 more months.

Fire Department Report: Brad gave the Fire Department report. He turned in a check for a \$500 donation for the skid steer forks from the Fire Relief Association. Applying for a FEMA grant for engine replacement and for a skid unit replacement. Brad will need a check issued for the grant writer.

Brad is working with an individual seeking a permit for fireworks. He will speak to the County Sheriff's department and coordinate how to proceed.

Bowlus days are moving forward. Nicky reminded him that the liquor license was not yet submitted. Brad will follow up.

Utility Department Report: Sarah worked on an issue with a resident. LPS is reporting that the resident is throwing trash in the recycling. They will be on their last chance to fix this issue.

Sarah looked into the fuel charges with Long Prairie Sanitation since they went up. They will notify the city monthly when those go up. The city reflects this in the Admin Fee on the bills. The council recommended raising the admin fee to reflect this, and include a notice to the resident informing them why there is an increase. Billing will go out next month, and Joe offered to assist with readings.

Public Works Report: Josh gave the Public Works report. He purchased the skid steer forks, and is waiting for weed spray from Joe. Joe needs an ST3 form filled out for the distributor before they can send it. Josh will need new nozzles for the sprayer (Sarah will send a link to Nicky to order)

Water/Sewer Report: Joe changed out the meter in the water tower. He took out a faulty pump and will have Paul Shultz wire it in.. Jessy will drop off the old pump in St Cloud at Red's Electric to be rebuilt. Joe will also have Paul replace starter caps at the lift station, and have someone come out to inspect BFD at the water tower. Joe and Travis will meet with the DNR Rural Water to review the DWSMA for the WHPP. June 11th Bollig will come to Bowlus to begin an assessment plan. Joe needs to purchase a dehumidifier for the well house. Nicky will order on Amazon for him. He also needs filters ordered.

Joe requested that the city join the MNWARN organization. This is at no cost and it allows cities to share equipment in emergent situations. Jessy made a motion to approve this. Terri seconded the motion and it passed with all in favor. Nicky will complete the rest of the paperwork to submit it.

Community Center Report: Lara turned in funds from May's rentals. She reported that a window was broken. She will get a police report and work with Nicky on submitting an insurance claim. Laura submitted a new copy of the rental agreement that Nicky will have the LMC review.

Clerk's Report: Nicky sent a letter of termination to Moore Engineering. She spoke with Scott Seher on the next steps of the consulting project. They are offering the same services as Sourcewell to manage the Land use process and applications. No action was taken on that at this time. Nicky will share Holdingford's structure and forms.

Nicky recommended putting the fee schedule on the website. Council agreed to posting that.

Old Business: Jessy made a motion to approve liquor license applications for the American Legion, Bowlus Liquor. Terri seconded the motion and it passed unanimously.

Travis made a motion to approve resolution 2026-6-1 adding change of city structure to the 2026 ballot. Jessy seconded and the motion passed with all in favor.

New Business: Since September's meeting falls on a holiday, it will be moved to Tuesday, 9/1/26.

Mayor/Council updates: Travis is awaiting the final document from Seher so it can be uploaded to the website. Travis changed all email passwords to help with cybersafety issues. Will bring a culvert issue to the project committee to review. Budget proposals due by August meeting. Still looking for Affidavit of Candidacy for open City positions.

Looking forward: The next City Council Meeting will be on July 6th at 6:00 pm.

Jessy made a motion to adjourn at 7:40 p.m. Terri seconded the motion and it passed with all in favor.

Nicky Lahr
Interim City Clerk