

Agenda for Monday, August 3rd, 2026
Bowlus City Council

Call Council Meeting to Order
Pledge of Allegiance

Guests: Welcome Becky Hughes

Consider appointing for remainder of 2026 Resolution 26.8.1

Oath of Office

Consent Agenda including:

1. Council Minutes from July
2. Financial documents and claims from July

Department reports:

Interim Treasurer, Amber Brenny

Fire Department, Brad Pysck

Approve OSA 2026 Pension plan

First Responders, Lucas Boyd

Approve contract drafted by attorney

Utilities, Sarah Seelen

Mosquito Spray concerns

Public Works, Josh Seelen

Water/Sewer, Joe Sobania

Community Center, Laura Montag

Interim Clerk, Nicky Lahr

Committee updates

Schedule meeting to review grant applications.

Old Business:

New Business

Review draft of land use permit application

Mayor/council Updates

Moore Engineering interested in retaining relationship

Sourcewell funding opportunities

Adjournment

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

Council Members in attendance: Travis Bartkowicz, Terri Trettel, Jessy Lashinski
Others in attendance: Nicky Lahr, Amber Brenny, Laura Montag, Brad Psyck, Josh Seelen, Joe Sobania, Becca Kleist, Elaina Sand, Alyssa Gindele, Church representatives.

Mayor Travis called the meeting to order at 6:02 p.m. and the Pledge of Allegiance was recited.

Consent Agenda: Jessy made a motion to approve the consent agenda from June. Terri seconded the motion and it passed with all in favor.

Guests: Alyssa, Becca and Elaina made a request to hold a weekly farmer's market on city property on Thursdays from 5-8 p.m. The council approved the outdoor market to take place in the NE corner of the Community Center property in the grass area (keeping vehicles off the grass). The Council requested that all vendors agree to waive liability to the City and/or provide their own liability insurance coverage. The organizers agreed and will provide the City with a copy of the application they come up with as well as the handbook with rules and regulations. Travis made a motion to approve the market. Terri seconded the motion and it passed with all in favor.

Jessy made a motion to approve a land use permit, to tear down the old garage, and rebuild. Terri seconded the motion and it passed with all in favor.

Treasurer's Report: Amber gave the treasurer's report. She shared that the City is continuing to try to find a way to keep the First Response group covered under the City's insurance policy. The City Attorney has been asked to draft an agreement which should allow the coverage, and the shared use of the vehicles. Amber also shared that the City received \$441.10 from Tyco for a PFAS settlement, and a payout from the insurance company in the amount of \$203 for the replacement window at the Community Center. She also received confirmation of a refund check from the IRS for overpayment of 2025 Q4 and 2026 Q1 taxes. Amber reported the Water Tower capital CD from Pine Country Bank matures on July 22. Terri made a motion to reinvest at the highest rate we can get for 1 year or less. Jessy seconded the motion and it passed with all in favor. Lastly, the Community Center funds are in the negative. It was decided to take no action until the end of the year to see what the true costs to run the center are.

Fire Department Report: Brad gave the Fire Department report. He submitted 4 training reimbursements to the State of MN. He is working on getting quotes on new trucks as they are comparable in price to used. He is also applying for 2 grants.

Utility Department Report: Josh reported that Sarah sent the Utility bills out.

Public Works Report: Josh gave the Public Works report. He mentioned that the lawnmower needed servicing. The Council asked him to get trade-in quotes on a new unit while it's at Powerhouse.

Water/Sewer Report: Joe stated that the Chlorine injector pump had a sheared shaft. He had the motor replaced and also ordered another from USA Blue Book to get it up and running. Paul Shultz will add plug-ins to all of the pumps for easier removal/install. Travis and Joe met with the DNR. They found out the City hasn't been paying annual water fees, and will be invoiced going forward. They also found that the irrigation well next to the city will not impact the City's well, and is in a different aquifer. Jessy made a motion to approve MN Warn resolution. Terri seconded the motion and it passed with all in favor.

Community Center Report: Lara turned in \$910 from the Community Center. She said the window is scheduled to be repaired on July 7th, and is also working on updating the rental contract. The glass companies did recommend the blinds be changed to venetian style next time they are replaced.

Clerk's Report: Nicky has everything set for the next election. She also created a poster to try to get more interest in applications for Council. The State approved all of the liquor licenses and they have been issued. Fire dept. CD was rolled over and the rate increased. Sewer CD was reopened with Edward Jones, as well as the Water tower account. Nicky also had the LMC give recommendations on the Community Center contract. They had small recommended changes that Laura will work on. Nicky is also working on Land Use permit applications.

Committee updates: The Committee will watch for Sourcewell grants that are coming out soon.

Old Business: The Council discussed the Old fire hall. It was mentioned that the County had the former Mayor's address listed on the property IDs. Nicky will make that correction. Also, Jordie is receiving the electric bill and would like the city to move that over, also indicating that the foundation is giving the building back to the City. Amber will check with the electric company to see if there needs to be ongoing charges at that location if the building will be removed in the near future, or if the meter needs to be moved. There were thoughts that the meter may connect with other city properties. It is possible that there is a well inside the building that needs to be capped also. Discussions on building a storage shed on the lot when the building is torn down.

The Community Center internet connection was reviewed. With Josh's help, the city was able to get a better quote for fiber installation. Josh will work with Sytek to get it installed in the correct location, and have it bored underground. Jessy made a motion to approve the installation. Terri seconded it and it passed with all in favor.

Looking forward: The next City Council Meeting will be on August 3rd at 6:00 pm. The Candidacy filing period is July 14-28th. Call City Hall or Nicky to make arrangements to file for an open position.

Travis made a motion to adjourn at 7:22 p.m. Jessy seconded the motion and it passed with all in favor.

Nicky Lahr
Interim City Clerk

CITY OF BOWLUS
MORRISON COUNTY, MINNESOTA
RESOLUTION NO. 26.8.1

A RESOLUTION APPOINTING REBECCA HUGHES TO THE BOWLUS CITY COUNCIL FOR THE
REMAINDER OF THE 2026 TERM

WHEREAS, a vacancy currently exists on the Bowlus City Council; and

WHEREAS, Minnesota Statutes authorize the City Council to fill a vacancy in an elective municipal
office by appointment until a successor is elected and qualified as provided by law; and

WHEREAS, the Bowlus City Council has determined that it is in the best interest of the City to fill the
vacancy by appointment; and

WHEREAS, Rebecca Hughes has expressed a willingness to serve and is qualified to hold the office
of Council Member;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bowlus, Minnesota, as
follows:

1. Rebecca Hughes is hereby appointed to serve as a member of the Bowlus City Council.
2. The appointment shall become effective immediately upon Rebecca Hughes taking and
subscribing the oath of office required by law.
3. Rebecca Hughes shall serve for the remainder of the 2026 term, ending December 31, 2026, or
until a successor is elected and qualified according to law.

Adopted by the City Council of the City of Bowlus, Minnesota, this 3rd day of August, 2026.

CITY OF BOWLUS

Mayor

ATTEST:

City Clerk

Date Range : 6/29/2026 To 7/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/02/2026	IRS	2nd Quarter 2026 941 Estimate Deposit - 41-1709140, ACH Deposit	1419	\$906.36			
					100-41915-125-	941 Payments	\$906.36
07/02/2026	Minnesota Department of Revenue	Q2 2026 Sales & Use tax on Garbage, Taxable Water, CC Rental Sales	1420	\$670.00			
					100-41991-387-	Sales and Use Tax- utilities	\$670.00
07/02/2026	Long Prarie Sanitation	June Garbage/Recycling	1421	\$2,288.92			
					603-43207-384-	Garbage Collection Services	\$2,288.92
07/02/2026	Minnesota Department of Revenue	Q2 2026 MN Withholding - Employee Tax Deposit	1422	\$129.00			
					100-41112-172-	City Administrative and Office Expenses	\$129.00
07/02/2026	MN Paid Family Leave-UIMN	Q2 2026 PFML Deposit	1423*	\$83.01			
					100-41112-125-	City Administrative and Office Expenses	\$83.01
07/02/2026	Ideal Services, Inc	Preventative Maintenance Service-Well #1	1424	\$187.00			
					601-43203-310-	Water Operating Expenses	\$187.00
07/08/2026	Clarke Environmental Mosquito Mgmt	Mosquito Spray Services	1425	\$1,426.91			
					617-43270-386-	Pest Control	\$1,426.91
07/08/2026	BP Electric LLC	Reimbursement for Bulbs, Viking Electric - Fire Hall	1426	\$118.61			
					225-43011-223-	Miscellaneous Repairs to City Property	\$118.61

Date Range : 6/29/2026 To 7/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/08/2026	Brad Psyck	Reimbursement - Minn Fire Svc Cert Board, Fire Exams Lampert, Kempenich	1427	\$599.00			
					225-42201-433-	Fire Operating Expenses	\$599.00
07/08/2026	Gopher State One Call	4x Water/4x Sewer Tickets	1428	\$10.80			
					601-43203-382- 602-43201-385-	Water Operating Expenses Sewer Operating Expenses	\$5.40 \$5.40
07/16/2026	Hawkins, INC	LPC-5 Bulk	1429	\$1,716.67			
					601-43208-216-	Water Chemicals	\$1,716.67
07/16/2026	Jovanovich, Dege & Athmann, PA	First Responder Issue- Contract work	1430	\$567.50			
					100-41610-310-	City/Town Attorney	\$567.50
07/16/2026	League of Minnesota Cities	Fireworks Rider - Property Insurance	1431	\$250.00			
					100-41914-178-	League of Minnesota Dues and Payments	\$250.00
07/16/2026	Minnesota DNR - Dept of Natural Res	Water Appropriation Permit - Municipal/Public Water Supply	1432	\$600.00			
					601-43203-433-	Water Operating Expenses	\$600.00
07/16/2026	ECM Publishers, INC	Filing Notice	1433	\$46.53			
					100-41913-351-	Publishing	\$46.53
07/16/2026	Electric Motor Service	Repair water pump for chlorine injector	1434	\$609.92			
					601-43203-310-	Water Operating Expenses	\$609.92
07/16/2026	Minnesota Department of Revenue	2025-Q4 MN Withholding - Employee Tax Penalty	1435	\$19.41			
					100-41112-172-	City Administrative and Office Expenses	\$19.41

Date Range : 6/29/2026 To 7/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/16/2026	Minnesota Department of Revenue	2025-Q3 MN Withholding - Employee Tax Penalty	1436	\$19.21			
					100-41112-172-	City Administrative and Office Expenses	\$19.21
07/16/2026	Minnesota Department of Revenue	2025-Q2 MN Withholding - Employee Tax Penalty	1437	\$14.59			
					100-41112-172-	City Administrative and Office Expenses	\$14.59
07/16/2026	Minnesota Department of Revenue	2025-Q1 MN Withholding - Employee Tax Penalty	1438	\$14.35			
					100-41112-172-	City Administrative and Office Expenses	\$14.35
07/16/2026	Minnesota Department of Revenue	2026-Q1 MN Withholding - Employee Tax Penalty	1439	\$19.26			
					100-41112-172-	City Administrative and Office Expenses	\$19.26
07/16/2026	Rahn's Oil	Gas/Diesel -Station Charges	1440	\$97.60			
					100-43014-217-	City Vehicle Fuel Fill Ups	\$97.60
07/27/2026	City of Bowlus	Community Center Utilities Q2	1441	\$139.00			
					618-45133-388-	Community Center Utilities:WTR,SWR,MOSQ	\$139.00
07/27/2026	Powerhouse Outdoor Equipment Inc.	Lawnmower Blade 10 pack - 20.5"	1442	\$249.99			
					100-43127-221-	Grass maintainance	\$249.99
07/29/2026	Public Employees Retirement Associa	Pera Contributions-7/6/26	1443	\$360.51			
					100-41112-121-	City Administrative and Office Expenses	\$360.51

Date Range : 6/29/2026 To 7/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/29/2026	Public Employees Retirement Associa	Pera Contributions-6/1/26 Payroll	1444*	\$378.00			
					100-41112-121-	City Administrative and Office Expenses	\$378.00
07/29/2026	Pogreba Excavating	2 loads of Fill delivered to Alan Leners, culvert repair	1445	\$500.00			
					201-43013-224-	City Maintainance Expenses	\$500.00
Total For Selected Claims				\$12,022.15			\$12,022.15

Jessica A Lashinski	City Council/Town Board	Date
Theresa Trettel	City Council/Town Board	Date
Travis J Bartkowicz	City Council/Town Board, Mayor	Date

Date Range : 6/29/2026 To 7/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/29/2026	Bowlus P.O.	Postage - Water Samples	1446	\$8.05	601-43203-211-	Water Operating Expenses	\$8.05
07/29/2026	Amazon	Printer Paper	1447	\$31.33	100-41112-203-	City Administrative and Office Expenses	\$31.33
Total For Selected Claims				\$39.38			\$39.38

Jessica A Lashinski	City Council/Town Board	Date
Theresa Trettel	City Council/Town Board	Date
Travis J Bartkowicz	City Council/Town Board, Mayor	Date

Current Investments as of : 7/29/2026

<u>Investment ID</u>	<u>Investment Type</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Current Value</u>
205486	FIRE-CD MAGNIFI	3.800	08/12/2026	\$225,000.00
28508	Water Tower -PC	3.600	07/22/2027	\$11,655.25
320632	Water Tower-CD-Ed Jones	3.950	06/12/2027	\$27,063.45
52112	FIRE -CD 2112 PC	3.750	12/12/2026	\$26,492.65
52772	Fire CD- Pine Country	3.750	10/24/2026	\$204,071.50
waiting	Sewer FUND -EDJ	4.050	06/17/2027	\$5,000.00
Grand Total :				\$499,282.85

Fund Name: All Funds

Date Range: 07/01/2026 To 07/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
07/01/2026	Sytek	071426ACH	July phone & Internet	N	Utility: Sytek Internet & Phone	100-43017-320-	\$ 121.76
	Total For Check	071426ACH					\$ 121.76
07/01/2026	Minnesota Power	071526ACH	Power for City	N	Christmas Light Power	100-43016-381-	\$ 18.40
		071526ACH			Street Lighting	100-43160-381-	\$ 569.43
		071526ACH			Rink Light Electricity	100-45207-381-	\$ 18.40
		071526ACH			Fire Utilities: Electric	225-42212-381-	\$ 79.04
		071526ACH			Water Utilities:Electricity	601-43204-381-	\$ 423.37
		071526ACH			Sewer Utilities: Electricity	602-43205-381-	\$ 106.27
		071526ACH			Community Center Utilities:Electric	618-45132-381-	\$ 359.70
	Total For Check	071526ACH					\$ 1,574.61
07/01/2026	AW Research Lab	21698*	Lab Tests - Phosphorus, Residue non filterable, Carbonaceous BOD	N	Water Operating Expenses	601-43203-310-	\$ 70.40
	Total For Check	21698					\$ 70.40
07/01/2026	Avid Construction	21699	Pavilion- Added 8 Brackets for structural support	N	Pavillion Expenses	618-45136-223-	\$ 1,650.00
	Total For Check	21699					\$ 1,650.00
07/22/2026	Water Tower -PC	IAD21	Deposit Into Water Tower -PC	N	Purchase of Investments	100-49350-800-	\$ 86.06
	Total For Check	IAD21					\$ 86.06
07/29/2026	Payroll Period Ending 07/29/2026	21703	July Payroll	N	City Administrative and Office Expenses	100-41112-100-	\$ (0.01)
		21703			Cleaning	618-43012-100-	\$ 298.94
		21703			Community Center Manager	618-45134-100-	\$ 128.12
	Total For Check	21703					\$ 427.05
07/29/2026	Payroll Period Ending 07/29/2026	21704	July Payroll	N	Treasurer	100-41510-100-	\$ 683.58
	Total For Check	21704					\$ 683.58
07/29/2026	Payroll Period Ending 07/29/2026	21705	July Payroll	N	Clerk	100-41425-100-	\$ 386.02
	Total For Check	21705					\$ 386.02
07/29/2026	Payroll Period Ending 07/29/2026	21707	July Payroll	N	City Maintainance Hours	100-43010-100-	\$ 64.46
		21707			Grass maintainance	100-43127-100-	\$ 580.17
	Total For Check	21707					\$ 644.63

Fund Name: All Funds

Date Range: 07/01/2026 To 07/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
07/29/2026	Payroll Period Ending 07/29/2026	21708	July Payroll	N	Utilities Clerk	601-41515-100-	\$ 208.14
		21708				602-41515-100-	\$ 64.50
		21708				603-41515-100-	\$ 20.52
	Total For Check	21708					\$ 293.16
07/29/2026	Payroll Period Ending 07/29/2026	21709	July Payroll	N	City Administrative and Office Expenses	100-41112-100-	\$ (0.01)
		21709			Water Supervisor	601-43202-100-	\$ 632.79
		21709			Wastewater Operator	602-43257-100-	\$ 632.79
	Total For Check	21709					\$ 1,265.57
07/29/2026	Pogreba Excavating	21710	2 loads of Fill delivered to Alan Leners, culvert repair	N	City Maintainance Expenses	201-43013-224-	\$ 500.00
	Total For Check	21710					\$ 500.00
07/29/2026	Powerhouse Outdoor Equipment Inc.	21711	Lawnmower Blade 10 pack - 20.5"	N	Grass maintainance	100-43127-221-	\$ 249.99
	Total For Check	21711					\$ 249.99
07/29/2026	ECM Publishers, INC	21712	Filing Notice	N	Publishing	100-41913-351-	\$ 46.53
	Total For Check	21712					\$ 46.53
07/29/2026	League of Minnesota Cities	21714	Fireworks Rider - Property Insurance	N	League of Minnesota Dues and Payments	100-41914-178-	\$ 250.00
	Total For Check	21714					\$ 250.00
07/29/2026	Jovanovich, Dege & Athmann, PA	21715	First Responder Issue- Contract work	N	City/Town Attorney	100-41610-310-	\$ 567.50
	Total For Check	21715					\$ 567.50
07/29/2026	Hawkins, INC	21716	LPC-5 Bulk	N	Water Chemicals	601-43208-216-	\$ 1,716.67
	Total For Check	21716					\$ 1,716.67
07/29/2026	Gopher State One Call	21717	4x Water/4x Sewer Tickets	N	Water Operating Expenses	601-43203-382-	\$ 5.40
		21717			Sewer Operating Expenses	602-43201-385-	\$ 5.40
	Total For Check	21717					\$ 10.80
07/29/2026	Brad Psyck	21718	Reimbursement - Minn Fire Svc Cert Board, Fire Exams Lampert, Kempenich	N	Fire Operating Expenses	225-42201-433-	\$ 599.00
	Total For Check	21718					\$ 599.00

Fund Name: All Funds

Date Range: 07/01/2026 To 07/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>		<u>Total</u>
07/29/2026	BP Electric LLC	21719	Reimbursement for Bulbs, Viking Electric - Fire Hall	N	Miscellaneous Repairs to City Property	225-43011-223-	\$	118.61
		Total For Check	21719				\$	118.61
07/29/2026	Clarke Environmental Mosquito Mgmt	21720	Mosquito Spray Services	N	Pest Control	617-43270-386-	\$	1,426.91
		Total For Check	21720				\$	1,426.91
07/29/2026	Ideal Services, Inc	21721	Preventative Maintenance Service-Well #1	N	Water Operating Expenses	601-43203-310-	\$	187.00
		Total For Check	21721				\$	187.00
07/29/2026	IRS	ACH 070126	2nd Quarter 2026 941 Estimate Deposit - 41-1709140, ACH Deposit	N	941 Payments	100-41915-125-	\$	906.36
		Total For Check	ACH 070126				\$	906.36
07/29/2026	Minnesota Department of Revenue	ACH 070226	Q2 2026 Sales & Use tax on Garbage, Taxable Water, CC Rental Sales	N	Sales and Use Tax- utilities	100-41991-387-	\$	670.00
		Total For Check	ACH 070226				\$	670.00
07/29/2026	Long Prarie Sanitation	ACH 070326	June Garbage/Recycling	N	Garbage Collection Services	603-43207-384-	\$	2,288.92
		Total For Check	ACH 070326				\$	2,288.92
07/29/2026	Minnesota Department of Revenue	ACH 070426	Q2 2026 MN Withholding - Employee Tax Deposit	N	City Administrative and Office Expenses	100-41112-172-	\$	129.00
		Total For Check	ACH 070426				\$	129.00
07/29/2026	MN Paid Family Leave-UIMN	ACH 070526*	Q2 2026 PFML Deposit	N	City Administrative and Office Expenses	100-41112-125-	\$	83.01
		Total For Check	ACH 070526				\$	83.01
07/29/2026	Minnesota DNR - Dept of Natural Res	ACH 071526	Water Appropriation Permit - Municipal/Public Water Supply	N	Water Operating Expenses	601-43203-433-	\$	600.00
		Total For Check	ACH 071526				\$	600.00
07/29/2026	Minnesota Department of Revenue	ACH071726	2025-Q4 MN Withholding - Employee Tax Penalty	N	City Administrative and Office Expenses	100-41112-172-	\$	19.41
		Total For Check	ACH071726				\$	19.41

Fund Name: All Funds

Date Range: 07/01/2026 To 07/29/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>		<u>Total</u>
07/29/2026	Minnesota Department of Revenue	ACH071826	2025-Q3 MN Withholding - Employee Tax Penalty	N	City Administrative and Office Expenses	100-41112-172-	\$	19.21
		Total For Check	ACH071826				\$	19.21
07/29/2026	Minnesota Department of Revenue	ACH071926	2025-Q2 MN Withholding - Employee Tax Penalty	N	City Administrative and Office Expenses	100-41112-172-	\$	14.59
		Total For Check	ACH071926				\$	14.59
07/29/2026	Minnesota Department of Revenue	ACH072026	2025-Q1 MN Withholding - Employee Tax Penalty	N	City Administrative and Office Expenses	100-41112-172-	\$	14.35
		Total For Check	ACH072026				\$	14.35
07/29/2026	Minnesota Department of Revenue	ACH072126	2026-Q1 MN Withholding - Employee Tax Penalty	N	City Administrative and Office Expenses	100-41112-172-	\$	19.26
		Total For Check	ACH072126				\$	19.26
07/29/2026	Rahn's Oil	ACH072226	Gas/Diesel -Station Charges	N	City Vehicle Fuel Fill Ups	100-43014-217-	\$	97.60
		Total For Check	ACH072226				\$	97.60
07/29/2026	City of Bowlus	ACH072326	Community Center Utilities Q2	N	Community Center Utilities:WTR,SWR,MOSQ	618-45133-388-	\$	139.00
		Total For Check	ACH072326				\$	139.00
07/29/2026	Public Employees Retirement Associa	ACH072426	Pera Contributions-7/6/26	N	City Administrative and Office Expenses	100-41112-121-	\$	360.51
		Total For Check	ACH072426				\$	360.51
07/29/2026	Public Employees Retirement Associa	ACH072726*	Pera Contributions-6/1/26 Payroll	N	City Administrative and Office Expenses	100-41112-121-	\$	378.00
		Total For Check	ACH072726				\$	378.00
07/29/2026	Electric Motor Service	DCT 071626	Repair water pump for chlorine injector	N	Water Operating Expenses	601-43203-310-	\$	609.92
		Total For Check	DCT 071626				\$	609.92
07/29/2026	Amazon	DCT072826	Printer Paper	N	City Administrative and Office Expenses	100-41112-203-	\$	31.33
		Total For Check	DCT072826				\$	31.33
07/29/2026	Bowlus P.O.	DCT072926	Postage - Water Samples	N	Water Operating Expenses	601-43203-211-	\$	8.05
		Total For Check	DCT072926				\$	8.05
Total For Selected Checks							\$	19,264.37

Fund Name: All Funds

Date Range: 06/29/2026 To 07/29/2026

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
06/29/2026	Edward Jones	465*	Interest Payment- Edward Jones - Water Tower Fund Investment	(06/29/2026) -	N	Interest Earning	100-36210-	\$ 731.10
								\$731.10
06/29/2026	League of Minnesota Cities	466	Property Loss Settlement - Community Center Window, less deductible	(06/29/2026) -	N	Settlements	618-36221-	\$ 203.00
								\$203.00
06/30/2026	Pine Country Bank	467	Interest Earned	(07/01/2026) -	N	Interest Earning	100-36210-	\$ 36.53
								\$36.53
07/07/2026	Bowlus Community Center Rentals	468	CC Rentals - Zimmerman, Hollerman, Barthel, Haubert	(07/08/2026) -	N	Community Center/Park Rentals	618-34751-	\$ 910.00
								\$910.00
07/07/2026	Residents of Bowlus Utilities	469	Utilities	(07/08/2026) -	N	Water Charges	601-37115-	\$ 119.00
						Sewer Charges	602-37215-	\$ 110.00
						Garbage Charges	603-37315-	\$ 113.72
						Mosquito Spray	617-38015-	\$ 10.00
								\$352.72
07/07/2026	Residents of Bowlus Building Permit	470	Land use permit - \$50, Church Garage	(07/08/2026) -	N	Building Permits (Excludes surcharge)	100-32210-	\$ 50.00
								\$50.00
07/07/2026	United States Treasury	471*	Tax rebate for overpayment Q4 2025	(07/08/2026) -	N	Refunds	100-36232-	\$ 238.78
								\$238.78
07/16/2026	Morrison County	472	Payment 56 tax Settlement July	(07/16/2026) -	N	County Tax Settlement 56	100-31002-	\$ 41,277.58
						County Tax Settlement 56	225-31002-	\$ 14,871.58
						Delinquent Water Utilities	601-31954-	\$ 1,750.57

Fund Name: All Funds

Date Range: 06/29/2026 To 07/29/2026

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
						Delinquent Sewer Utilities	602-31953-	\$ 1,532.46
						Delinquent Garbage Utilites	603-31955-	\$ 1,306.14
						Delinquent Water Utilities	617-31954-	\$ 60.00
								\$ 60,798.33
07/16/2026	State of Minnesota	473	MMB - MBFTE Fire Training Reimbursment	(07/16/2026) -	N	State Fire Department Reimbursements	225-33462-	\$ 2,600.00
								\$ 2,600.00
07/27/2026	Residents of Bowlus Utilities	474*	Utilities deposit	(07/27/2026) -	N	Water Charges	601-37115-	\$ 758.57
						Sewer Charges	602-37215-	\$ 710.73
						Garbage Charges	603-37315-	\$ 548.48
						Mosquito Spray	617-38015-	\$ 110.69
								\$ 2,128.47
07/27/2026	Residents of Bowlus Utilities	475*	Utilities deposit	(07/27/2026) -	N	Water Charges	601-37115-	\$ 1,113.07
						Sewer Charges	602-37215-	\$ 1,467.46
						Garbage Charges	603-37315-	\$ 1,031.82
						Mosquito Spray	617-38015-	\$ 191.97
								\$ 3,804.32
07/27/2026	Residents of Bowlus Utilities	476	Utilities deposit	(07/27/2026) -	N	Water Charges	601-37115-	\$ 1,942.02
						Sewer Charges	602-37215-	\$ 1,660.72
						Garbage Charges	603-37315-	\$ 1,457.05
						Mosquito Spray	617-38015-	\$ 261.14
								\$ 5,320.93
07/27/2026	Landwehr Construction	477*	Water Sales	(07/27/2026) -	N	Water Charges	601-37115-	\$ 1,484.00
								\$ 1,484.00
07/27/2026	Ferguson	478*	2024 overpayment credit reimbursment	(07/27/2026) -	N	Refunds	601-36232-	\$ 2,190.00
								\$ 2,190.00
07/27/2026	Residents of Bowlus Utilities	479	Utilities deposit	(07/27/2026) -	N	Water Charges	601-37115-	\$ 69.00
						Sewer Charges	602-37215-	\$ 60.00

Fund Name: All Funds

Date Range: 06/29/2026 To 07/29/2026

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
						Garbage Charges	603-37315-	\$ 91.28
						Mosquito Spray	617-38015-	\$ 10.00
								\$ 230.28
07/27/2026	Bowlus Community Center	480	utilities recieved from Bowlus Community Center-Internal Transfer	(07/27/2026) -	N	Water Charges	601-37115-	\$ 69.00
						Sewer Charges	602-37215-	\$ 60.00
						Mosquito Spray	617-38015-	\$ 10.00
								\$ 139.00
07/27/2026	State of Minnesota	481	MMB - MBFTE Fire Training Reimbursment NFPA 1001 Program	(07/27/2026) -	N	State Fire Department Reimbursements	225-33462-	\$ 3,524.00
								\$ 3,524.00
07/27/2026	State of Minnesota	482	MMB - Local Government Aid	(07/27/2026) -	N	Local Government Aid	100-33401-	\$ 35,902.50
								\$ 35,902.50
07/27/2026	State of Minnesota	483	MMB - Small Cities Assistance	(07/27/2026) -	N	small cities assistance	201-33461-	\$ 4,228.00
								\$ 4,228.00
07/29/2026	Edward Jones	484	Interest Payment- Edward Jones - Water Tower Fund Investment	(07/29/2026) -	N	Interest Earning	100-36210-	\$ 395.42
								\$ 395.42
07/29/2026	Residents of Bowlus - Election	485	Affidavite for candidacy fees	(07/29/2026) -	N	Contributions and Donations from Private Sources	100-36230-	\$ 6.00
								\$ 6.00
07/29/2026	Residents of Bowlus Utilities	486	Utilities deposit	(07/29/2026) -	N	Water Charges	601-37115-	\$ 2,197.36
						Sewer Charges	602-37215-	\$ 1,505.01
						Garbage Charges	603-37315-	\$ 2,103.70
						Mosquito Spray	617-38015-	\$ 271.47
								\$ 6,077.54
Total for Selected Receipts								\$ 131,350.92

August Treasurer Report

MN Dept of Revenue - Employee state withholding follow up - In July I was told by the MN DOR payroll tax expert that we would need to file and pay penalty fees on all of the 2025 thru current quarterly reports which have been deposited but we were awaiting further direction on the filing. I then filed all of the 2025 and Q1 2026 past quarterly reports and paid penalty fees plus interest for all of the last 5 quarters. Total amount of the penalty+interest totaled \$ 86.82. In March, all of the deposits were added to our account when I initially tried to resolve the missing withholding payments but they hadn't assessed the penalties and interest or determined how far back they would access or opened up the past reporting dates. For now that is all they are showing in their system. She said that we just need to do better going forward to make sure we stay current and that the annual W2s need to be submitted since they had not previously been done in January at year end. They would also like us to do probationary monthly deposits with quarterly reports regardless of amount thresholds until further notice. I had asked if there would be any further guidance on the clean up from past years missing data prior to 2025 and she stated that they don't show anything else on their end at this time and we are now caught up on their end thru 2nd Quarter 2026.

Ferguson Waterworks - Found a duplicate overpayment from 2024 in the amount of \$2190 when receiving payment from our May invoice. It appears that there were 2 months of identical payments made for the same invoice back in November of 2024. I requested that they cut a reimbursement check for the overpayment since their services are non-frequent in nature and have missed the account credit for the past 2 years. They will be sending a check within 10 days.

Premium Waters, Inc - Updated account to closed status due to inactivity, requested credit refund for the \$19.10 on the account. States that credit refunds typically take 60-90 days to process.

First Response Follow up was done with Ben Nelson at Bieganiak Insurance, he requested a summary of the relationship with Bowlus First Response and all vehicle titles. Summary was compiled into one document and shared. Missing information on 2nd ambulance and FEIN was requested from Lucas. Also shared with Lucas was the draft of service contract from the lawyer awaiting revision/approval.

Old Fire Hall - Contacted Jordie regarding the old Fire Hall electric, she said she would get me the bill when she can. Once I receive that I will contact MN Power on options for removal/disconnections.

Investments Maturing- Future directive

Magnifi Fire CD - \$225,000 - 8/12/2026

Edward Jones - Interest checks received totaled \$1126.52 (\$731.10 and \$395.42) on the \$27000 Water tower investments, would you like to reinvest in \$1000 increment or keep in the general fund?

Sourcewell grant - Requesting new treasurer laptop with Windows 11 capability, the current laptop has Windows 10 and is unable to do any updates with CTAS accounting system until it is Windows 11 compatible. The 2026 CTAS Update 2 is needed to fix the bugs with payroll data reporting/PFML/941 calculations in the system and will be very important going into the new year as year end financial reporting is done as a direct upload transfer to the OSA from the CTAS system. Estimates range \$519-\$999 for both a new treasurer laptop and either touchscreen laptop or tablet for Joe that was previously requested. Coming in under the \$2000 threshold for the grant application.

City of Bowlus and Bowlus First Response Service Contract

THIS SERVICE CONTRACT (hereinafter “Contract”) is made and entered into as of _____, 2026 by the the City of Bowlus, a Minnesota municipal corporation (hereinafter “City”) and Bowlus First Response, a Minnesota nonprofit corporation (hereinafter “BFR”).

I. Purpose

The purpose of this Contract is to establish the terms in which BFR will deliver emergency medical services (EMS) to the citizens of the City of Bowlus within the City limits.

II. BFR Scope of Services

BFR will provide the following services:

1. Emergency medical response and treatment in conjunction with Bowlus Fire Department.
2. Emergency medical transportation when necessary to hospital or treatment locations.
3. Staffing of property trained and certified EMS personnel in accordance with state law and EMS professional standards and certifications.

III. City Scope of Services

The City will provide to BFR the use of City owned emergency response vehicles, including two or more ambulances and an ATV for shared use with the City’s Fire Department. The City will equip and maintain all vehicles and provide vehicle fuel and standard medical supplies to be used by BFR in providing the services.

IV. Compensation

As compensation for the serviced provided by BFR, the City will pay BFR annually a sum equal to BFR’s premium costs for the Worker’s Compensation policy (addressed in Section V. 1 below) covering BFR personnel. The City will pay this sum within 30 days of receipt of the premium invoice from BFR.

V. Insurance Requirements

BFR shall not commence work under the contract until it has obtained all the insurance described below. BFR shall maintain such insurance in full force and effect throughout the term of the contract. BFR is required to maintain and furnish satisfactory evidence of the following insurance policies:

1. Workers’ Compensation Insurance. BFR shall provide Workers’ Compensation insurance for all its personnel in accordance with the statutory requirements of the State of Minnesota.

2. Professional/EMT Liability Insurance. BFR shall maintain Professional/EMT Liability insurance. This policy will provide coverage for all claims BFR may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to BFR's professional EMT services required under the contract.

BFR is required to carry the following minimum limits:

\$1,000,000 – per claim or event
\$2,000,000 – annual aggregate

Any deductible will be the sole responsibility of BFR and may not exceed \$5,000 without the written approval of the City. If BFR desires authority from the City to have a deductible in a higher amount, BFR shall so request in writing, specifying the amount of the desired deductible and providing financial documentation by submitting the most current audited financial statements so that the City can ascertain the ability of BFR to cover the deductible from its own resources.

The retroactive or prior acts date of such coverage shall not be after the effective date of this Contract and BFR shall maintain such insurance for a period of at least three (3) years, following completion of the work. If such insurance is discontinued, extended reporting period coverage must be obtained by BFR to fulfill this requirement.

VI. Compliance with Laws

BFR shall be in compliance with all applicable legal and licensing requirements as dictated under Minnesota Statute 144E and Minnesota Rules Chapter 4690. BFR shall also be in compliance with all Federal and State laws and regulations including but not limited to HIPAA and other patient privacy laws and OSHA and other workplace safety regulations. BFR shall not allow any personnel who do not have a valid driver's license to operate any vehicles owned by the City. BFR shall not allow any personnel who are under the influence of alcohol, controlled substances or cannabis to operate any vehicles owned by the City.

VII. Independent Contractor Status

BFR is providing the services as an independent contractor and not an employee, agent, or representative of the City. BFR shall have exclusive control over its employees, operations, and medical response decisions.

VIII. Termination

This Contract can be terminated by either party for the following reasons:

1. This contract may be terminated by either party by giving the other party 60 days advance written notice.

2. This contract may be terminated immediately if either party has materially breached this Contract.
3. This contract may be terminated immediately if either party has failed to maintain legal status or if licenses or certifications are no longer valid.

IX. Dispute Resolution

Any disputes arising out of this Contract should be first resolved through good faith negotiations and/or mediation. Only as a last result will the Parties commence litigation if they are unable to resolve the dispute. Any lawsuits shall be venued in the Minnesota District Court in Morrison County. This Contract shall be interpreted in accordance with Minnesota law.

X. Entire Agreement

This Contract constitutes the entire agreement between the Parties and supersedes all prior agreements or understandings.

XI. Amendments

This Contract may only be modified through writing and signed by both Parties.

The Parties agree to the terms as detailed and established in this Contract. The Contract shall go into effect on the date listed above.

City of Bowlus

Bowlus First Response

By _____
Its Mayor

By _____
Its _____

Attest:

Bowlus City Clerk

Hello All,

We've recently received questions about our mosquito control process, particularly regarding the speeds at which application vehicles operate while treating your community. To help address any inquiries from residents, we've prepared the statement below, which explains the technology, safeguards, and operational standards that ensure every treatment is performed safely, accurately, and responsibly.

Clarke is committed to providing safe, effective, and accurate mosquito control treatments. Every application vehicle is equipped with advanced technology that helps ensure treatments are applied exactly as intended. Our SmartFlow® system automatically adjusts the spray rate as vehicle speeds change, ensuring the labeled application rate remains constant throughout the application. In addition, GeoTab® GPS technology tracks vehicle location, speed, and spray activity in real time, providing a complete record of each treatment. These systems allow operators to safely drive between 2 and 22 mph while maintaining the correct application rate. As an additional safeguard, the ULV equipment is designed to automatically idle when a vehicle operates below 2 mph or above 22 mph, ensuring applications remain within labeled parameters and preventing material from being dispersed outside approved application rates. Together, these built-in controls help ensure treatment accuracy, regulatory compliance, and responsible application practices, reflecting Clarke's commitment to protecting both the community and the environment.

To help you confidently answer resident questions and share helpful resources, we've included a link to our website along with a "Top 10 Resident Questions" guide that addresses the topics residents ask about most often.

www.clarke.com

<https://www.clarke.com/blog/top-10-resident-questions/>

If any questions come to mind, we're always happy to help and provide any additional information you may need.

Have a great weekend.



Brian Erickson
Regional Operations Manager

Office: (320) 558-9005 ext. 1 than ext. 2

Email: berickson@clarke.com

20061 Edison Circle East
Clearwater, MN 55320
www.clarke.com



Clarke is proud to be designated as a Great Place to Work® company. [Learn more here.](#)

FARM-RITE EQUIPMENT OF ST. CLOUD INC.

810 MAYHEW LAKE ROAD NE ST. CLOUD, MN 56304 ~ PO BOX 717 SAUK RAPIDS, MN 56379

Phone 1.320.240.2085 Toll free 1.844.262.2281 Fax 1.320.230.1012

Quote:

To: City of Bowlus

From: Mark Kunkel - Sales 320-980-1708 Mark.Kunkel@farmriteequip.com

Diamond Pro X 72' List - \$18,500
3 Blade 7" material Buy - \$14,500
open Front

Diamond Pro 72' List - 10,500
2 Blade 4" material Buy - 8500
open Front

Should have on Hand

Authorized Dealer For:



Bobcat



Husqvarna

FELLING TRAILERS

Clerk's Report:

- Submitted affidavit for candidacy applications
- Rolled (2) CDs
- Enrolled Josh and Laura into PERA and set up ACH account for monthly payments
- Developed draft land use application
- Worked on PERA exclusion reporting. This is complete but format needs to be adjusted for Submitting

Permit # _____
Permit Effective Dates _____
Parcel ID (PIN) _____
Received \$ _____
Current Zoning _____

Application for Land Use Permit

Property Owner _____

Property Address _____

Phone Number _____

Email address _____

Contractor Name and phone _____

Description of Project.

Permit type and cost (see next page for descriptions):

Applicant Signature:

I hereby attest that, in case such a permit is granted, that all methods and materials comply with the plans and specifications submitted and will be in compliance with all current codes and all ordinances of the City of Holdingford and the State of Minnesota.

Owner: _____ Date: _____

Builder if other than owner: _____ Date: _____

Permit type/ Fees:

\$150 Commercial construction

\$100 Residential construction

\$25 Fence

\$10 Small deck, patio (5x5 or smaller)

\$50 House addition

\$50 Large shed, garage, lean-to (12x24 or larger)

\$15 New sidewalk

\$25 Small shed, garage, lean-to (12x24 or smaller)

\$25 Hanging Sign

\$25 Large deck, patio (5x5 or larger)

\$10 all other structure, portable

For new construction or Additions, complete the following with dimensions in feet to all applicable areas:

Front or width _____ Side or length _____ Height _____

Number of stories _____ Number of units _____

Total square footage _____ Value/Cost of Improvement _____

Set back from street (front) _____ Set back from Street (side) _____

Set back from Neighbors (side) _____ Set back from Neighbors (back) _____

*****Drawings and site plans must be included********Site plan should include:**

Property Lines

Easements

Existing and proposed structures

Setbacks

Driveways

Streets

The city requires notification of any changes to plans or contractor prior to implementation.

For Office Use Only

Planning and Zoning Chair / Land Use Committee

Signature _____ Date _____

City Council Member/Mayor

Signature _____ Date _____