

Proceedings of the Board of Education
Independent School District #787
Browerville, Minnesota 56438

Special School Board Meeting
August 22, 2023
Conference Room 5:00 P.M.

Members Present: Bob Bryniarski, Jodi Hillmer, Gram Bentz, Treg Schultz, Keith Noska, Marty Host, and Kelly Callahan

Others Present: Scott Vedbraaten-Superintendent, Wayne Petermeier, PJ Sutlief, Jaqueline Coleman, Luke Pfothnauer, Mike Hoheisel, Steve Pausch, Robert Schueller, Karin Nauber, Lawrence Line, Chad Becker, Ray Benning, Jeff Brown, Nancy Kircher, Maryanne Woeste, Adam Blombeck, and Heidi Schnettler.

The meeting was called to order by Chairman Bryniarski at 5:00 P.M.

The Pledge of Allegiance was recited.

Chairperson Bryniarski asked if there were comments from the gallery. There were none.

Media Center – 5:00 PM

Because of limited time, Miss Coleman and Mr. Pfothnauer jumped into discussion of the most recent and final plan, (9b). After discussion this plan was chosen by the task force and recommended to the school board. The school board immediately passed the following resolution:

Member Marty Host introduced the following resolution and moved its adoption, which motion was seconded by Member Keith Noska:

RESOLUTION RELATING TO THE ISSUANCE OF GENERAL
OBLIGATION SCHOOL BUILDING BONDS AND CALLING A SPECIAL
ELECTION THEREON

BE IT RESOLVED by the School Board of Independent School District No. 787 (Browerville Public Schools), Minnesota as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient to issue general obligation school building bonds of the School District, in an aggregate amount not to exceed \$15,965,000 for the purpose of providing funds for the acquisition and betterment of school sites and facilities.

The question on the approval of this issuance of bonds shall be School District Ballot Question 1 on the School District ballot at a special election to be held to approve said authorization.

2. The projects described in paragraph 1 hereof shall be submitted to the Commissioner of Education of the State of Minnesota for Review and Comment. The Board's determination to hold the special election to authorize the issuance of the bonds is contingent upon receiving a favorable Review and Comment. When the Commissioner's favorable Review and Comment is received, the Clerk is authorized and directed to publish this favorable Review and Comment in a legal newspaper of general circulation in the School District not less than twenty (20) nor more than sixty (60) days prior to the special election date.

The actions of the School District's administration in consulting with the Minnesota Department of Education, for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby ratified and approved in all respects.

The school board must hold a public meeting to discuss the Commissioner's Review and Comment before the referendum for bonds.

3. The ballot question of issuing said bonds of the School District (subject to the conditions set forth in paragraph 3 above) shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 7, 2023, between the hours of 8:00 o'clock a.m. and 8:00 o'clock p.m. This date is a uniform election date specified in Minnesota Statutes, Section 205A.05.

4. Pursuant to Minnesota Statutes, Section 205A.11, the Board may establish a combined polling place for school elections not held on the day of a statewide election. On October 10, 2022, the Board approved Browerville City Hall as the District's combined polling place for special elections in 2023. Browerville City Hall shall serve all territory and precincts in the District. The Board hereby ratifies and approves the School District combined polling place

and the precincts served by the polling place, as previously established and designated by Board at its regular board meeting held on October 10, 2022, for elections held in 2023.

5. In accordance with Minnesota Statutes, Section 204B.44, the Superintendent, Clerk and other District administration are authorized to take such actions as necessary to file a petition to correct any errors, omissions or wrongful acts which have occurred or are to occur related to the designation of the District's combine polling place for elections not held on the day of a statewide election.

6. The Clerk is hereby authorized and directed to: (a) cause written notice of the special election to be provided to the county auditor of each county in which the School District is located, in whole or in part, at least seventy-four (74) days before the date of the special election; (b) cause written notice of the special election to be provided to the Commissioner of Education at least seventy-four (74) days prior to the date of the special election; (c) cause written notice of the special election to be posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; (d) cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted at the combined polling place on election day (note - the sample ballot shall not be printed on the same color paper as the official ballot); (e) if applicable, cause written notice of the special election to be sent by nonforwardable first class mail to every affected household in the District with at least one registered voter at least fourteen (14) days before the date of the special election, if applicable; (f) cause written notice of the special election to be published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week prior to the date of the special election and (g) to provide notice of the change in polling place in accordance with Minnesota Statutes, Section 204B.16.

The Notice of Special Election shall be prepared in substantially the following form, with such changes as may be approved by the Superintendent of the School District:

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**NOTICE OF SPECIAL ELECTION
INDEPENDENT SCHOOL DISTRICT NO. 787
(BROWERVILLE PUBLIC SCHOOLS) MINNESOTA**

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 787 (Browerville Public Schools), Minnesota (the “School District”), on Tuesday, November 7, 2023, for the purpose of voting on the following question:

**SCHOOL DISTRICT BALLOT QUESTION 1
APPROVAL OF GENERAL OBLIGATION SCHOOL BUILDING BONDS**

Shall the School Board of Independent School District No. 787 (Browerville Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$15,965,000 for the purpose of providing funds for the acquisition and betterment of school sites and facilities?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING
FOR A PROPERTY TAX INCREASE.**

Combined Polling Place: Browerville City Hall
 544 N. Main St.
 Browerville, Minnesota 56438

This combined polling place serves all territory in Independent School District No. 787 located in all School District precincts.

Any eligible voter residing in the School District may vote at said election at the polling place designated above. The polls for said election will open at of 8:00 a.m. and will close at 8:00 p.m. on said election day.

A voter must be registered to vote to be eligible to vote in this election. An unregistered individual may register to vote at the polling place on election day.

Dated: August 22, 2023

BY ORDER OF THE SCHOOL BOARD

/s/_____, Clerk

7. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with state, city, township and county election authorities conducting state general and other elections on that date (if any). If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems is hereby authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place and combined polling place, as applicable, on election day. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration and costs sharing.

8. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election.

The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system and with such other changes as may be approved by the Superintendent of the School District:


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SPECIAL ELECTION BALLOT

**SCHOOL DISTRICT BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 787
(BROWERVILLE PUBLIC SCHOOLS), MINNESOTA**

November 7, 2023

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word “Yes” on that question.
To vote against a question, fill in the oval next to the word “No” on that question.

**SCHOOL DISTRICT BALLOT QUESTION 1
APPROVAL OF GENERAL OBLIGATION SCHOOL BUILDING BONDS**

 **Yes**
 **No**

Shall the School Board of Independent School District No. 787 (Browerville Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed \$15,965,000, for the purpose of providing funds for the acquisition and betterment of school sites and facilities?

**BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR
A PROPERTY TAX INCREASE.**

(Reverse side of ballot)

OFFICIAL BALLOT

November 7, 2023

Judge

Judge

(The ballot is to be initialed by two judges)

9. Optical scan ballots must be printed in black ink on white materials, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instruction must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

10. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, upon request, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

11. The Clerk shall prepare or cause to be prepared and have ready for use absentee ballots at least forty-six (46) days prior to the special election in accordance with Minnesota Statutes, Section 204B.35, subdivision 4.

12. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

13. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system within the fourteen (14) day period before the special election and shall cause notice of the time and place of the test to be published in the School District's official newspaper at least two (2) days before the test.

14. Pursuant to Minnesota Statutes, Section 206.85, subdivision 1(6), the Clerk shall cause notice of the location of the counting center or the places where the ballots will be counted to be published in the School District's official newspaper at least once within the week before the special election and in the daily newspaper of widest circulation, if any, once on the day before the special election.

15. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's

designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day

16. The clerk is hereby authorized and directed to begin assembling names of trained election judges to serve at the combined polling place during the special election. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections.

17. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day and the tenth day after the special election for the purpose of canvassing the results thereof.

18. Pursuant to Minnesota Statutes, Section 205A.07, subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

19. Pursuant to Minnesota Statutes, Section 211A.02, subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof: Keith Noska, Jodi Hillmer, Gram Bentz, Treg Schultz, Kelly Callahan, Marty Host and Robert Bryniarski

and the following voted against the same: none

whereupon the resolution was declared duly passed and adopted.

Motion by Noska, Second by Schultz and passed to approve the hiring of Jenna Trantina and Karen Jankowski as paraprofessionals for their assigned hours for the 2024 fiscal year. Motion by Schultz, second by Bentz and passed by unanimous vote to accept the Liberty Mutual Settlement as of now as the project continues to move forward. Motion by Noska, Second by Hillmer and a carried motion to adjourn at 6:03.