

**Council Present:** Norman Schwarze, Curt Carrigan, Lori Copler, Doug Block, Jesse Messner

**Staff Present:** Ken Bauer, Lori Cacka, Chad Draeger, Larry Warzecka, Karl Koford

**Visitors:** John Mueller, Jennifer and David Cacka

Dave and Jen Cacka introduced themselves at the new owners of the Brownton Bar & Grill starting January 1, 2022. Most paperwork has been submitted, they are waiting on food and beverage certs yet. They will continue as is and figure things out as they go.

Mayor Schwarze called the meeting to order.

2021 Truth In Taxation Meeting/Public Comment was opened by Mayor Schwarze. As there was no public comment the meeting was closed.

The Brownton City Council adopted the final 2022 Levy increase of 2% for a total of \$462,362 in 2022.

**RESOLUTION APPROVING 2022 FINAL TAX LEVY 2021 – 091**

**BE IT RESOLVED** by the City Council of the City of Brownton, to approve the 2021 sums of money to be levied collectible in 2022 upon taxable properties in the City of Brownton for the following purposes:

|                                   |                   |
|-----------------------------------|-------------------|
| General Fund                      | <b>\$ 250,128</b> |
| Bond Purposes                     |                   |
| 2019A Facility Redevelopment Bond | <b>\$ 61,078</b>  |
| 2015A Fire Truck Bond             | <b>\$ 16,128</b>  |
| RS Fiber Bond                     | <b>\$ 51,152</b>  |
| 2018 Street/Utility Bond          | <b>\$ 83,876</b>  |
| <b>Total Levy</b>                 | <b>\$ 462,362</b> |

**BE IT FURTHER RESOLVED** that the City Clerk is hereby instructed to transmit a copy of this resolution to the McLeod County Auditor.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Copler and with members said resolution was declared duly passed and adopted. **2021 – 091**

DDA Human Resources salary study was revisited with updated PD wages. New grades and steps for the police department was discussed and a grade 6 was created to accommodate them. It was brought up that if one department is re-evaluated that all departments should be looked at again. There was a ton of debate on how and where to put people. Another option for adjusting grades/steps for police was accepted. Part-time police go to grade 4 step 4, full-time training officer moves to grade 5 step 4 and the chief slides up to grade 6 step 4. Council talked about looking at all positions and if things need to be adjusted for everyone would be fair. This may be looked at.

**BE IT RESOLVED** by the City Council of Brownton, to approve moving part-time police to grade 4 step 4, full-time training officer to grade 5 step 4 and the police chief to grade 6 step 4 with the stipulation that all positions will be re-evaluated next month.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Copler, said resolution was declared duly passed and adopted. **2021 – 092**

Motion by Council Member Block, seconded by Council Member Copler and carried to approve the consent agenda as follows: Approve minutes of the regular on 11/9/2021. Approve December Treasurers Report. Approve payment of the claims and payroll including check numbers 44249-44322, 68-73, 800099-800109 in the amount of \$106,579.85. Approve new bills written/to be written. **2021 – 093**

Public Works submitted their report-more issues at the water tower and SEH has been notified. Toyota should be fixed. Maguire Iron completed the tower inspection and semi-annual cleaning.

Chief Bauer reported-Karl will be attending leadership training. Snowbird tickets have been going out. There wasn't much else to report on.

Joint Powers Agreement with Gavin-Give the county access to all state information that is needed for prosecutions. This needs to be completed every 5 years.

#### **RESOLUTION NO. 2021 – 094**

#### **RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF BROWNTON ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

**WHEREAS**, the City of Brownton on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Brownton on behalf of its Prosecuting Attorney and Police Department, are hereby approved.
2. That the Chief of Police, Kenneth Bauer, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That the Attorney, Kenneth Janssen, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
4. That Norman Schwarze, the Mayor for the City of Brownton, and Lori Cacka, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Motion was made by Council Member Copler and seconded by Council Member Messner, with all voting in favor of was passed and adopted by the Council on this 7<sup>th</sup> day of December, 2021.

CITY OF BROWNTON

---

By: Norman Schwarze  
Its Mayor

ATTEST: \_\_\_\_\_

By: Lori Cacka  
Its City Clerk

The liquor and tobacco license for the Brownton Bar & Grill and tobacco license renewal for the Dollar General were presented.

**BE IT RESOLVED** by the City Council to grant the requested Tobacco License and On-Sale, Off-Sale and Sunday Liquor Licenses to the Brownton Bar & Grill for calendar year 2022.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Messner, seconded by Council Member Cople and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 095**

**BE IT RESOLVED** by the City Council of Brownton, to grant the requested Tobacco License to the DG Retail DBA Dollar General Store #22090 for calendar year 2022.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Messner, seconded by Council Member Cople and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 096**

A list of the tax forfeited auction properties was sent by the McLeod County Auditor/Treasurer for review. All items will be sent to auction.

An update on the snow plow proposal was given by the Clerk. We will charge \$150/hour with an option of this being revised at any time if something changes.

The Clerk presented the RFP for Engineer and asked for dates to send out and request back proposals from prospective engineers. A final mailing list will be presented to Council in January.

No new donations were received in November.

The general contractor for the demolition of the east building asked Council if they would cover some additional costs, above the \$5,000 that was originally approved, that a sub-contractor submitted. It was decided it's the responsibility of the general contractor to pay any extra costs over and above the \$5,000.

Installing electric charging stations in town was discussed. Do we want to spend the money without knowing exactly how much it would get used and what we would get in return. Council decided they are not interested at this time.

Building permits were submitted and a reminder on the Christmas party Friday night.

Upon Motion, Meeting was adjourned.

Minutes to be presented for approval 2/8/2022

\_\_\_\_\_  
Lori Cacka, City Clerk

|    |            |                                |                |    |        |
|----|------------|--------------------------------|----------------|----|--------|
| 68 | 11/09/2021 | CHASE CARD SERVICES            | oct billing    | \$ | 567.22 |
| 69 | 11/09/2021 | DELTA DENTAL PLAN OF MINNESOTA | nov billing    | \$ | 107.70 |
| 70 | 11/09/2021 | FURTHER                        | nov admin fees | \$ | 15.00  |

|       |            |                                |                        |              |
|-------|------------|--------------------------------|------------------------|--------------|
| 71    | 11/09/2021 | HEALTH PARTNERS                | Dec billing            | \$ 3,541.49  |
| 72    | 11/09/2021 | MN DEPT OF REVENUE SALES       | oct billing            | \$ 3,566.00  |
| 73    | 11/22/2021 | RELIANCE STANDARD LIFE INS CO  | dec-feb 2022 billing   | \$ 70.80     |
| 44249 | 11/09/2021 | ADVANCED GRAPHIX INC           | lions lettering        | \$ 35.50     |
| 44250 | 11/09/2021 | ALLINA HEALTH SYSTEM           | training sept-nov 2021 | \$ 404.85    |
| 44251 | 11/09/2021 | CHAD DRAEGER                   | oct phone stipend      | \$ 60.00     |
| 44252 | 11/09/2021 | CHRIS HANSCH                   | mileage                | \$ 115.92    |
| 44253 | 11/09/2021 | CORE & MAIN LP                 | hydrant kits           | \$ 965.91    |
| 44254 | 11/09/2021 | DIANA KLABUNDE                 | mileage                | \$ 49.28     |
| 44255 | 11/09/2021 | DOUG BLOCK                     | rs fiber stipend       | \$ 15.68     |
| 44256 | 11/09/2021 | EMERGENCY APPARATUS MAINTENANC | service                | \$ 1,490.58  |
| 44257 | 11/09/2021 | GLENCOE COOP ASS'N             | oct billing            | \$ 1,367.08  |
| 44258 | 11/09/2021 | GOPHER STATE ONE-CALL          | 6 tickets              | \$ 8.10      |
| 44259 | 11/09/2021 | HJERPE CONTRACTING, INC.       | vlv box top            | \$ 117.00    |
| 44260 | 11/09/2021 | HUTCHINSON UTIL.COMMISSION     | oct billing            | \$ 10,400.56 |
| 44261 | 11/09/2021 | JULIE WOODFORD                 | utility deposit refund | \$ -         |
| 44262 | 11/09/2021 | KARL KOFORD                    | unif/phone stipend     | \$ 93.98     |
| 44263 | 11/09/2021 | KENNETH L. BAUER               | oct phone stipend      | \$ 60.00     |
| 44264 | 11/09/2021 | KRANZ LAWN & POWER             | chainsaws              | \$ 313.68    |
| 44265 | 11/09/2021 | LORI CACKA                     | recycle rebate         | \$ 75.00     |
| 44266 | 11/09/2021 | LORI COPLER                    | supplies               | \$ 36.99     |
| 44267 | 11/09/2021 | MCLEOD COUNTY AUDITOR-TREAS    | assess/maint fees 21   | \$ 4,147.50  |
| 44268 | 11/09/2021 | MCLEOD COUNTY HHW              | recycle trailer        | \$ 755.00    |
| 44269 | 11/09/2021 | MCLEOD PUBLISHING INC.         | oct billing            | \$ 62.22     |
| 44270 | 11/09/2021 | MENARDS HUTCHINSON             | MISC                   | \$ 123.52    |
| 44271 | 11/09/2021 | MN DEPT OF HEALTH              | s glaeser cert         | \$ 23.00     |
| 44272 | 11/09/2021 | MN STATE FD ASSOCIATION        | 2022 dues              | \$ 175.00    |
| 44273 | 11/09/2021 | NAPA                           | batteries              | \$ 689.96    |
| 44274 | 11/09/2021 | NORMAN SCHWARZE                | oct phone stipend      | \$ 40.00     |
| 44275 | 11/09/2021 | PIONEERLAND LIBRARY SYSTEM     | 4th qtr                | \$ 1,884.25  |
| 44276 | 11/09/2021 | QUADE ELECTRIC INC             | lt pole/hookup/repair  | \$ 1,466.55  |
| 44277 | 11/09/2021 | SECURITY BANK & TRUST CO       | Oct billing            | \$ 29,869.36 |
| 44278 | 11/09/2021 | SPENCER GLAESER                | oct phone stipend      | \$ 20.00     |
| 44279 | 11/09/2021 | ST PAUL STAMP WORKS INC        | dog/cat tags           | \$ 163.09    |
| 44280 | 11/09/2021 | SYLVIA MUECKE                  | donation reimburse     | \$ 160.89    |
| 44281 | 11/09/2021 | TODD AHLBRECHT                 | bldg permit refund     | \$ 112.00    |
| 44282 | 11/09/2021 | TRI COUNTY WATER               | oct billing            | \$ 29.36     |
| 44283 | 11/09/2021 | UNITED FARMERS COOPERATION     | trans 9/1-10/1         | \$ 133.20    |
| 44284 | 11/09/2021 | USA BLUEBOOK                   | coupler                | \$ 570.13    |
| 44285 | 11/09/2021 | UTILITY CONSULTANTS, INC.      | testing 9/30 10/7,14   | \$ 1,378.15  |
| 44286 | 11/09/2021 | WEST CENTRAL SANITATION        | oct billing            | \$ 3,798.10  |
| 44287 | 11/09/2021 | WM CORPORATE SERVICES, INC     | profile approve-sludge | \$ 200.00    |
| 44288 | 11/09/2021 | XCEL ENERGY                    | oct billing            | \$ 54.28     |
| 44289 | 11/09/2021 | ZARNOTH BRUSH WORKS, INC.      | brooms                 | \$ 293.00    |
| 44290 | 11/16/2021 | KENNETH BAUER                  | Bi-weekly 11/16/2021   | \$ 1,158.65  |

|        |            |                                |                      |               |
|--------|------------|--------------------------------|----------------------|---------------|
| 44291  | 11/16/2021 | LORI CACKA                     | Bi-weekly 11/16/2021 | \$ 1,292.20   |
| 44292  | 11/16/2021 | CHAD DRAEGER                   | Bi-weekly 11/16/2021 | \$ 1,936.22   |
| 44293  | 11/16/2021 | SPENCER GLAESER                | Bi-weekly 11/16/2021 | \$ 1,107.60   |
| 44294  | 11/16/2021 | DIANA KLABUNDE                 | Bi-weekly 11/16/2021 | \$ 679.66     |
| 44295  | 11/16/2021 | KARL KOFORD                    | Bi-weekly 11/16/2021 | \$ 1,495.46   |
| 44296  | 11/16/2021 | LARRY WARZECHA                 | Bi-weekly 11/16/2021 | \$ 310.83     |
| 44297  | 11/22/2021 | VOID                           | Void Check           | \$ -          |
| 44298  | 11/22/2021 | CITY OF BROWNTON               | oct billing          | \$ 4,481.17   |
| 44299  | 11/22/2021 | GAVIN JANSSEN STABENOW & MOLDA | oct billing          | \$ 680.00     |
| 44300  | 11/22/2021 | HERBERT TUCKER                 | util dep refund      | \$ 255.35     |
| 44301  | 11/22/2021 | M-R SIGN CO                    | street sign brackets | \$ 53.10      |
| 44302  | 11/22/2021 | MCLEOD COOPERATIVE POWER ASS'N | oct billing          | \$ 41.44      |
| 44303  | 11/22/2021 | METRO SALES, INC.              | qtrly billing        | \$ 135.56     |
| 44304  | 11/22/2021 | MINNESOTA GUTTER               | chem building        | \$ 805.00     |
| 44305  | 11/22/2021 | QUADE ELECTRIC INC             | main street lamps    | \$ 545.15     |
| 44306  | 11/22/2021 | ROSE TRUCKING INC.             | 7 loads sludge       | \$ 1,750.00   |
| 44307  | 11/22/2021 | RS FIBER COOP                  | oct billing          | \$ 851.29     |
| 44308  | 11/22/2021 | ST MN OFFICE PIPELINE SAFETY   | 2nd qtr 2021         | \$ 28.16      |
| 44309  | 11/22/2021 | USA BLUEBOOK                   | test dispenser       | \$ 38.06      |
| 44310  | 11/22/2021 | CITY OF BROWNTON               | util refund          | \$ 244.65     |
| 44311  | 12/01/2021 | KENNETH BAUER                  | Bi-weekly 12/1/2021  | \$ 269.23     |
| 44312  | 12/01/2021 | LORI CACKA                     | Bi-weekly 12/1/2021  | \$ 1,292.22   |
| 44313  | 12/01/2021 | CHAD DRAEGER                   | Bi-weekly 12/1/2021  | \$ 1,604.45   |
| 44314  | 12/01/2021 | SPENCER GLAESER                | Bi-weekly 12/1/2021  | \$ 1,296.99   |
| 44315  | 12/01/2021 | DIANA KLABUNDE                 | Bi-weekly 12/1/2021  | \$ 679.66     |
| 44316  | 12/01/2021 | KARL KOFORD                    | Bi-weekly 12/1/2021  | \$ 1,495.46   |
| 44317  | 12/01/2021 | LARRY WARZECHA                 | Bi-weekly 12/1/2021  | \$ 621.59     |
| 44318  | 12/02/2021 | DUANE BECKER                   | Monthly              | \$ 179.24     |
| 44319  | 12/02/2021 | LUVERNE BECKER                 | Monthly              | \$ 95.22      |
| 44320  | 12/02/2021 | MARK CACKA                     | Monthly              | \$ 135.76     |
| 44321  | 12/02/2021 | BARBARA MATHWIG                | Monthly              | \$ 155.16     |
| 44322  | 12/02/2021 | MARK STREICH                   | Monthly              | \$ 731.19     |
| 800099 | 11/16/2021 | IRSEFT                         | Remittance Check     | \$ 2,576.96   |
| 800100 | 11/16/2021 | STATE INCOME TAX               | Remittance Check     | \$ 537.20     |
| 800101 | 11/16/2021 | PERA                           | Remittance Check     | \$ 1,953.01   |
| 800102 | 11/16/2021 | HSA EFT                        | Remittance Check     | \$ 217.00     |
| 800103 | 12/01/2021 | IRSEFT                         | Remittance Check     | \$ 2,275.47   |
| 800104 | 12/01/2021 | STATE INCOME TAX               | Remittance Check     | \$ 481.43     |
| 800105 | 12/01/2021 | PERA                           | Remittance Check     | \$ 1,803.76   |
| 800106 | 12/01/2021 | HSA EFT                        | Remittance Check     | \$ 217.00     |
| 800107 | 12/02/2021 | IRSEFT                         | Remittance Check     | \$ 282.96     |
| 800108 | 12/02/2021 | STATE INCOME TAX               | Remittance Check     | \$ 36.46      |
| 800109 | 12/02/2021 | PERA                           | Remittance Check     | \$ 126.00     |
|        |            |                                |                      | <hr/>         |
|        |            |                                |                      | \$ 106,579.85 |