

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

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

**Visitors:** Brianna Taggart, Chris Knutson, Mary Lemke, Jason Hartman, Sara Oberloh, Dave Berge

Mayor Schwarze called the meeting to order.

Summer Recreation update was given by Mary Lemke, Co-Director. It will start June 7<sup>th</sup> and run through the 15<sup>th</sup> of July. There will be no rec on July 5<sup>th</sup>. The times will run from 9am to 12pm, Monday – Thursday with various activities each day.

Jason Hartman from Waste Management had a question on how Council came to the decision to stick with the current hauler. Council explained that things were going well with the other company. They wanted to continue with them and that Waste Management had a higher % increase each year.

Sara Oberloh from Oberloh & Oberloh went through the audit findings. A complete copy of the City's 2020 audit can be obtained at the City Office.

**BE IT RESOLVED** by the City Council to accept the 2020 Financial Audit for the City of Brownton as presented by Oberloh & Oberloh.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block and seconded by Council Member Messner and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 - 045**

Motion by Council Member Carrigan, seconded by Council Member Messner and carried to approve the consent agenda as follows: Approve minutes of the regular on 4/6/2021. Approve May Treasurers Report. Approve payment of the claims and payroll including check numbers 43686-43765, 33-37, 800012-800020 in the amount of \$329,316.80. Approve new bills written/to be written. **2021– 046**

**BE IT RESOLVED** by the City Council of Brownton, to approve reconciliation Change Order #1 for the reduction of \$220,686.50 for a project total of \$663,363.50 to BLD Services.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Messner, seconded by Council Member Copler and with all members present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 047**

**BE IT RESOLVED** by the City Council of Brownton, to approve the final Pay Application #6 in the amount of \$34,118.17 to BLD Services.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Carrigan and with all members voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 048**

**RESOLUTION NO. 2021 - 049**  
**FINAL APPROVAL OF THE 2020 SANITARY SEWER IMPROVEMENTS**

WHEREAS, the City of Brownton approves and accepts the work performed by the contractor, BLD Services, LLC, on the 2020 Sanitary Sewer Improvements;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BROWNTON, MINNESOTA:

1. The work is accepted by the City of Brownton as recommended by the Project Engineer.
2. The warranty period on the completed work began on April 1, 2021 and shall expire on April 1, 2022.

Adopted by the council this 4<sup>th</sup> day of May, 2021.

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Mayor

\_\_\_\_\_  
City Clerk

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Carrigan and with all members present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 049**

**BE IT RESOLVED** by the City Council of Brownton, to approve Pay Application #9, in the amount of \$120,333.79 to KHC Construction that reduces the retainage down to the required 1%. Payment breakdown: USDA Eligible (Storm Sewer, Water Main) - \$6,632.57; WIF Eligible (Sanitary Sewer) - \$113,701.22.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Carrigan, seconded by Council Member Messner and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 050**

Tabled from the April meeting was the Owner-Engineer Agreement from SEH. Chris Knutson gave some more background on the reason for the amendment and how it related to the new 2020 projects.

**BE IT RESOLVED** by the City Council of Brownton, to approve the Amendment to Owner-Engineer Agreement Amendment #1 as presented by SEH for adjustments of \$80,750.00 for a total of \$1,312,965.00.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Carrigan, seconded by Council Member Messner and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 051**

Public Works has various items they have been working on. There is a tree that needs to be removed on 3<sup>rd</sup> Ave S. They had sludge hauled out. New lift station panels are on order. WWTP exam in July at PCA is being scheduled. The bucket truck went in for its annual DOT. Hunter Gens is starting soon. The cemetery will be ready by the Memorial Day holiday weekend.

Chief Bauer submitted his report. They have been keeping busy with things going on around town. Blight continues to be an issue. The new squad is in and the equipment is being installed.

Council Member Copley talked about the updates to the solar energy ordinance that was submitted at the February meeting. A copy of the entire ordinance can be obtained at the city office during regular business hours or on the City website.

**BE IT RESOLVED** by the City Council of Brownton, to approved Ordinance #97 – Ordinance Establishing a Solar Energy within the City of Brownton.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Messner, seconded by Council Member Carrigan and with all members voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 052**

**BE IT RESOLVED** by the City Council of Brownton, to approve amending ordinance #66 Section 15.06 to replace current wording with wording that *Siding must conform to Minnesota State Building code.*

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Copler, seconded by Council Member Messner and with all members present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 053**

The Clerk presented an updated personnel policy and employee benefit policy.

**BE IT RESOLVED** by the City Council of Brownnton, to approve the personnel policy and the employee benefit policy as presented.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Copler and with all members voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 054**

The contract with Mark Streich as water and wastewater treatment plant supervisor was discussed. Once the completion of the current wastewater treatment plant project has been completed there will be additional training and major manual revisions that will need to be finalized.

**BE IT RESOLVED** by the City Council of Brownnton, to approve the contract with Mark Streich to increase his monthly wage to \$900.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Messner, seconded by Council Member Carrigan and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2021 – 055**

The June meeting will be June 8<sup>th</sup> at 7 p.m. in Council Chambers.

Upon Motion, Meeting was adjourned.

Minutes to be presented for approval 6/8/2021

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Lori Cacka, City Clerk

33	04/06/2021	VOID	Void Check	\$ -
34	04/06/2021	CHASE CARD SERVICES	march billing	\$ 680.31
35	04/06/2021	DELTA DENTAL PLAN OF MINNESOTA	april bill	\$ 107.70
36	04/20/2021	MN DEPT OF REVENUE SALES	March	\$ 3,569.00
37	04/20/2021	RELIANCE STANDARD LIFE INS CO	qtrly billing	\$ 57.00
43686	04/05/2021	MARK CACKA	Monthly-march	\$ 72.03
43687	04/05/2021	BARBARA MATHWIG	Monthly-march	\$ 269.00
43688	04/05/2021	MARK STREICH	Monthly-march	\$ 690.04
43689	04/06/2021	LOGAN ANDERSON	Bi-weekly-4/6/21	\$ 51.51
43690	04/06/2021	KENNETH BAUER	Bi-weekly-4/6/21	\$ 517.97
43691	04/06/2021	LORI CACKA	Bi-weekly-4/6/21	\$ 1,338.85
43692	04/06/2021	CHAD DRAEGER	Bi-weekly-4/6/21	\$ 1,589.15
43693	04/06/2021	SPENCER GLAESER	Bi-weekly-4/6/21	\$ 1,225.01
43694	04/06/2021	DIANA KLABUNDE	Bi-weekly-4/6/21	\$ 722.05
43695	04/06/2021	KARL KOFORD	Bi-weekly-4/6/21	\$ 1,622.41
43696	04/06/2021	LARRY WARZECHA	Bi-weekly-4/6/21	\$ 422.55
43697	04/06/2021	AIM ELECTRONICS, INC	Bruins scoreboard 30%	\$12,517.00
43698	04/06/2021	ALPHA TRAINING & TACTICS LLC	firearms training	\$ 300.00

43699	04/06/2021	BRIAN'S HEATING & AIR	HVAC at comm center	\$ 6,987.00
43700	04/06/2021	BURTON KUCERA	2018 assessment refund	\$ 1,400.00
43701	04/06/2021	CHAD DRAEGER	march phone stipend	\$ 60.00
43702	04/06/2021	CURRENT COMPASS	xcel negotiations	\$ 750.00
43703	04/06/2021	EMERGENCY AUTOMOTIVE TECH	new squad	\$ 5,199.76
43704	04/06/2021	ERIC'S AUTO	explorer repairs	\$ 457.20
43705	04/06/2021	FIRE EQUIPMENT SPECIALTIES,INC	decont 3 coats & 4 pants	\$ 614.49
43706	04/06/2021	FLOW MEASURE & CONTROL CO	solenoid valve repair	\$ 171.00
43707	04/06/2021	FOSTER MECHANICAL	hvac in comm center	\$ 248.44
43708	04/06/2021	GAVIN LAW OFFICE	Gen matters/prosec	\$ 1,264.75
43709	04/06/2021	HAWKINS, INC	chemical	\$ 759.33
43710	04/06/2021	HILLYARD HUTCHINSON	supplies	\$ 24.45
43711	04/06/2021	JESSE MESSNER	supplies for bfd	\$ 252.25
43712	04/06/2021	KARL KOFORD	march phone stipend	\$ 60.00
43713	04/06/2021	KENNETH L. BAUER	march phone stipend	\$ 60.00
43714	04/06/2021	KRANZ LAWN & POWER	lawn mowers	\$ 401.62
43715	04/06/2021	VOID	Void Check	\$ -
43716	04/06/2021	LEAGUE OF MN CITIES	prop/caus coverage	\$18,383.00
43717	04/06/2021	LEAGUE OF MN CITIES	training subscription	\$ 180.00
43718	04/06/2021	MCLEOD COUNTY SHERIFF'S OFFICE	comput contract/air card	\$ 1,644.79
43719	04/06/2021	MENARDS HUTCHINSON	supplies	\$ 109.64
43720	04/06/2021	MID-AMERICAN RESEARCH CHEMICAL	supplies	\$ 255.96
43721	04/06/2021	MN DEPT OF COMMERCE	4th qtr 2021	\$ 20.29
43722	04/06/2021	MN POLLUTION CONTROL AGENCY	2021 water permit fees	\$ 1,450.00
43723	04/06/2021	MORRIS GASOW	supplies for bfd	\$ 6.46
43724	04/06/2021	NORMAN SCHWARZE	march phone stipend	\$ 40.00
43725	04/06/2021	QUADE ELECTRIC INC	meter sockets	\$ 1,760.35
43726	04/06/2021	SADIE ROTZIEN	cip rebate	\$ 50.00
43727	04/06/2021	SAM'S TIRE SERVICE	plow truck	\$ 4,575.08
43728	04/06/2021	SECURITY BANK & TRUST CO	March billing	\$30,347.60
43729	04/06/2021	SPENCER GLAESER	march phone stipend	\$ 20.00
43730	04/06/2021	ST MN OFFICE PIPELINE SAFETY	4th qtr	\$ 16.57
43731	04/06/2021	STREICHER'S	uniforms	\$ -
43732	04/06/2021	SWEEPER SERVICES LLC	repair part	\$ 54.01
43733	04/20/2021	ACE HARDWARE HUTCHINSON	supplies	\$ 11.56
43734	04/20/2021	BLD SERVICES	pay application #5	\$48,708.88
43735	04/20/2021	BLUE CROSS BLUE SHIELD	may billing	\$ 3,412.40
43736	04/20/2021	VOID	Void Check	\$ -
43737	04/20/2021	CITY OF BROWNTON	march bills	\$ 6,700.72
43738	04/20/2021	CONWAY, DEUTH, SCHMIESING,PLLP	audit assist	\$ 88.75
43739	04/20/2021	DELTA DENTAL PLAN OF MINNESOTA	bill	\$ -
43740	04/20/2021	DREIER PLUMBING & DUCT FAB	pipng in pump house	\$ 218.60
43741	04/20/2021	EMERGENCY AUTOMOTIVE TECH	speaker	\$ 214.41
43742	04/20/2021	GALLS	uniforms	\$ 112.97
43743	04/20/2021	GLENCOE COOP ASS'N	march fuel	\$ 1,201.62

43744	04/20/2021	GLENCOE FLEET SUPPLY	supplies	\$ 11.98
43745	04/20/2021	GOPHER STATE ONE-CALL	bills	\$ 54.05
43746	04/20/2021	HAWKINS, INC	alum	\$ 1,736.64
43747	04/20/2021	HUTCHINSON UTIL.COMMISSION	march	\$13,879.29
43748	04/20/2021	JAY MALONE MOTORS	new squad	\$35,180.00
43749	04/20/2021	KHC CONSTRUCTION, INC	pay application #8	\$91,296.04
43750	04/20/2021	MCLEOD COOPERATIVE POWER ASS'N	gas reg station	\$ 41.93
43751	04/20/2021	MCLEOD PUBLISHING INC.	march billing	\$ 43.86
43752	04/20/2021	RS FIBER COOP	march billing	\$ 713.80
43753	04/20/2021	TRI COUNTY WATER	water	\$ 28.61
43754	04/20/2021	UTILITY CONSULTANTS, INC.	samp 2/18,25 3/4,11,18	\$ 741.50
43755	04/20/2021	WEST CENTRAL SANITATION	march	\$ 3,817.51
43756	04/20/2021	XCEL ENERGY	march	\$ 51.21
43757	04/20/2021	XTREME PEST SOLUTIONS	bi-monthly	\$ 125.00
43758	04/20/2021	KENNETH BAUER	Bi-weekly 4/20/21	\$ 818.20
43759	04/20/2021	LORI CACKA	Bi-weekly 4/20/21	\$ 1,338.86
43760	04/20/2021	CHAD DRAEGER	Bi-weekly 4/20/21	\$ 1,802.44
43761	04/20/2021	SPENCER GLAESER	Bi-weekly 4/20/21	\$ 1,114.93
43762	04/20/2021	DIANA KLABUNDE	Bi-weekly 4/20/21	\$ 722.06
43763	04/20/2021	KARL KOFORD	Bi-weekly 4/20/21	\$ 1,551.59
43764	04/20/2021	KENNETH PETERSON	Bi-weekly 4/20/21	\$ 355.52
43765	04/20/2021	ISAIAH STREICH	Bi-weekly 4/20/21	\$ 110.82
800012	04/05/2021	IRSEFT	Remittance Check	\$ 206.40
800013	04/05/2021	STATE INCOME TAX	Remittance Check	\$ 21.74
800014	04/05/2021	PERA	Remittance Check	\$ 112.82
800015	04/06/2021	IRSEFT	Remittance Check	\$ 2,284.87
800016	04/06/2021	STATE INCOME TAX	Remittance Check	\$ 480.76
800017	04/06/2021	PERA	Remittance Check	\$ 1,820.45
800018	04/20/2021	IRSEFT	Remittance Check	\$ 2,448.26
800019	04/20/2021	STATE INCOME TAX	Remittance Check	\$ 504.05
800020	04/20/2021	PERA	Remittance Check	\$ 1,856.08
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				\$ 329,316.80