

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

Staff Present: Lori Cacka, Chad Draeger, Larry Warzecha

Visitors: John Mueller, Sara Oberloh, Katie Pritchard, Justin Black, John Rodeberg

Mayor Schwarze called the meeting to order.

Sara Oberloh from Oberloh & Oberloh went through the audit findings. Council will take a look and send questions and have it on the agenda for approval in May.

Motion by Council Member Block, seconded by Council Member Messner and carried to approve the consent agenda as follows: Approve minutes of the regular meeting on 3/8/2022. Approve April Treasurers Report. Approve payment of the claims and payroll including check numbers 44462-44529, 87-93, 800138-800148 in the amount of \$153,884.02. Approve new bills written/to be written. **2022 – 028**

John Rodeberg introduced Justin Black who will be taking over for John when he steps back and eventually retires. SEH discussed new master agreement for professional services, supplemental letter agreement and the one-year state revolving fund. Doug asked that one of them come to the April 25th meeting with River's Edge Concrete. The O & M draft manual has been reviewed by us and it is back in SEH's hands. Norman asked about the tubing and the water break at a house in town. It was determined that the Contractor/City wasn't the cause on the break.

BE IT RESOLVED by the City Council of Brownton, to approve the Master Agreement for Professional Services with Short Elliot & Hendrickson Inc. dated April 5th, 2022.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Carrigan, seconded by Council Member Messner and with all members present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 029**

BE IT RESOLVED by the City Council of Brownton, to approve the supplemental letter agreement for general municipal engineering on-call services with Short Elliot & Hendrickson, Inc. not to exceed \$9,000 for 2022.

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. **2022 – 030**

BE IT RESOLVED by the City Council of Brownton, to approve the State Revolving Fund One-year Certification Form to be submitted to the MPCA as proof of completion and final approval of our 2018 Street Improvement Project.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Messner, seconded by Council Member Block and with all members voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 031**

Public Works reported they are going to wait a couple years to paint crosswalks. The Clerk will talk to the County about painting their crosswalks. Nygaard's submitted a quote to sand blast the remaining 61 water hydrants that need painting. We would do about 15 per year for 3 years, the summer help will re-paint them. We will be jetting all sanitary sewers in June with a quote of \$3,700. Summer help will be Braxton Streich. They have been cleaning out the community center. 2 roofs are leaking—get some numbers on repairs and some ideas on how to fix. There is a hole in alley by pump house. Once things dry up they will try to get that filled in properly.

Officer Warzecha reported- Feb/March reports were handed out. The Chief and Officer are at chief's convention. Feb was slow but March has really picked up again.

Comp time/vacation-carryover were discussed. There were various things talked about. Most agreed that comp time should not carry over and be limited to the 46 hours currently in the policy. The Clerk will look into some options for payout at year end. Excess vacation was also talked about and the employees affected are working hard to get that used up. Council will think about this and come back in May with some decisions.

The clerk submitted an agreement between the City and the County on the purchase of 36 encrypted radio devices. **BE IT RESOLVED** by the City Council of Brownton, to approve the agreement to approve the purchase of 36 encrypted radios for the fire and police with the understanding the City would be responsible for all costs associated with installation, programming and maintenance of the radios going forward.

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. **2022 – 032**

Liquor and gambling licenses from BFD Relief Association for Brownton Days were discussed **BE IT RESOLVED** by the City Council of Brownton, to approve the liquor license/gambling licenses for the Brownton Fire Department Relief Association to be held on July 29 & 30, 2022 in conjunction with Brownton Days.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Copler, seconded by Council Member Block, and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 033**

BE IT RESOLVED by the Brownton City Council to waive the provisions in Section 2 of Ordinance # 49, “An Ordinance Prohibiting the Consumption of Intoxicating Liquor and Non-Intoxicating Liquor within the City of Brownton” on Saturday July 30, 2022.

BE IT FURTHER RESOLVED that this waiver pertains to the following locations: Fourth Avenue North between Division Street and Second Street North to accommodate the street dance for the Brownton Bar & Grill.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Messner, seconded by Council Member Copler and with all present voting in favor thereof, motion carried. **2022 – 034**

A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS, the City of Brownton is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Recipient</u>	<u>Amount</u>
Brownton Lions	Mini Rods	\$1,500
Brownton Lions	Comm Cntr paint supplies	\$500
Ramaker & Associates	BFD-traffic control light	\$1,000

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Carrigan, seconded by Council Member Block and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2022 – 035**

The building permit report were handed out.

Quotes from TWCR on repairing 3rd Ave N crossing was handed out-Jesse wants to know why we are paying for all of the items. Norman will stop in and talk to them about this. It will be put on the agenda next month.

Upon Motion, Meeting was adjourned.

Minutes to be presented for approval 5/3/2022

Lori Cacka, City Clerk

87	02/08/2022	VOID	Void Check	\$	-
88	02/08/2022	CHASE CARD SERVICES	jan billing	\$	4,218.96
89	02/08/2022	DELTA DENTAL PLAN OF MINNESOTA	feb billing	\$	107.70
90	02/22/2022	FURTHER	participant fee	\$	15.00
91	02/22/2022	HEALTH PARTNERS	march billing	\$	3,541.49
92	02/22/2022	MN DEPT OF REVENUE SALES	jan billing	\$	3,577.00
93	02/22/2022	RELIANCE STANDARD LIFE INS CO	march-may biling	\$	70.80
44462	02/08/2022	KENNETH BAUER	Bi-weekly 2-8-22	\$	567.90
44463	02/08/2022	LORI CACKA	Bi-weekly 2-8-22	\$	1,382.94
44464	02/08/2022	CHAD DRAEGER	Bi-weekly 2-8-22	\$	1,631.62
44465	02/08/2022	SPENCER GLAESER	Bi-weekly 2-8-22	\$	1,178.82
44466	02/08/2022	DIANA KLABUNDE	Bi-weekly 2-8-22	\$	797.51
44467	02/08/2022	KARL KOFORD	Bi-weekly 2-8-22	\$	1,657.18
44468	02/08/2022	LARRY WARZECHA	Bi-weekly 2-8-22	\$	1,228.56
44469	02/08/2022	ALLINA HEALTH SYSTEM	training jan-mar	\$	404.85
44470	02/08/2022	BECKY HAVELKA	zoning meeting 2/8	\$	40.00
44471	02/08/2022	CARS ON PATROL SHOP LLC	replace battery	\$	401.04
44472	02/08/2022	CHAD DRAEGER	mileage	\$	60.00
44473	02/08/2022	DAN SALAS	generator work	\$	110.00
44474	02/08/2022	DOUG BLOCK	rs fiber mileage	\$	16.38
44475	02/08/2022	ERIC'S AUTO	squads	\$	140.26
44476	02/08/2022	FLOW MEASUREMENT & CONTROL CO	misc repairs	\$	1,133.00
44477	02/08/2022	GAVIN JANSSEN STABENOW & MOLDA	dec billings	\$	623.50
44478	02/08/2022	GLENCOE COOP ASS'N	jan billing	\$	1,464.50
44479	02/08/2022	HARLOW KARG	zoning meeting 2/8	\$	40.00
44480	02/08/2022	HUTCHINSON UTIL.COMMISSION	jan billing	\$	32,682.61
44481	02/08/2022	KARL KOFORD	phone stipend	\$	60.00
44482	02/08/2022	KENNETH L. BAUER	phone stipend	\$	60.00
44483	02/08/2022	KYLE WIGERN	zoning meeting 2/8	\$	40.00
44484	02/08/2022	LEAGUE OF MN CITIES	patrol	\$	430.00

44485	02/08/2022	LORI COPLER	zoning meeting 2/8	\$ 40.00
44486	02/08/2022	MCLEOD PUBLISHING INC.	jan billing	\$ 25.50
44487	02/08/2022	METRO SALES, INC.	copier	\$ 90.44
44488	02/08/2022	MID-AMERICAN RESEARCH CHEMICAL	super zyme	\$ 1,869.03
44489	02/08/2022	MN CHIEFS OF POLICE ASS'N	2022 membership	\$ 228.00
44490	02/08/2022	MN DNR ECO & WATER RESORCES	MPARS report	\$ 204.62
44491	02/08/2022	MN PUBLIC FACILITIES AUTHORITY	BO Bonc payment	\$ 1,905.00
44492	02/08/2022	MN STATE FIRE CHIEFS ASS'N	2022 Membership	\$ -
44493	02/08/2022	MUNICIPAL EMERGENCY SERVICES	helmet lights	\$ 319.28
44494	02/08/2022	NORMAN SCHWARZE	phone stipend	\$ 40.00
44495	02/08/2022	PRO COMMUNICATIONS, INC.	batteries and cases	\$ 193.75
44496	02/08/2022	QUADE ELECTRIC INC	supplies	\$ 259.50
44497	02/08/2022	RIVER BEND BUSINESS PRODUCTS	tp	\$ 80.50
44498	02/08/2022	RS FIBER COOP	jan billing	\$ 722.11
44499	02/08/2022	SECURITY BANK & TRUST CO	jan billing	\$ 42,752.99
44500	02/08/2022	SPENCER GLAESER	phone stipend	\$ 20.00
44501	02/08/2022	ST OF MN DEPT OF PUBLIC SAFETY	Tier II and chem stor fees	\$ 100.00
44502	02/08/2022	STREICHER'S	uniform pants	\$ 164.98
44503	02/08/2022	TINA DURBIN	refund fro 2/18/20 42337	\$ 6.51
44504	02/08/2022	TRI COUNTY WATER	water	\$ 49.86
44505	02/08/2022	UNITED FARMERS COOPERATION	trans 12-1 to 1-1	\$ 3,894.30
44506	02/08/2022	UTILITY CONSULTANTS, INC.	testing 12/23,30 1/6,13	\$ 775.59
44507	02/22/2022	KENNETH BAUER	Bi-weekly 2/22/22	\$ 696.47
44508	02/22/2022	LORI CACKA	Bi-weekly 2/22/22	\$ 1,364.61
44509	02/22/2022	CHAD DRAEGER	Bi-weekly 2/22/22	\$ 1,532.21
44510	02/22/2022	SPENCER GLAESER	Bi-weekly 2/22/22	\$ 1,264.07
44511	02/22/2022	DIANA KLABUNDE	Bi-weekly 2/22/22	\$ 760.86
44512	02/22/2022	KARL KOFORD	Bi-weekly 2/22/22	\$ 1,720.14
44513	02/22/2022	LARRY WARZECHA	Bi-weekly 2/22/22	\$ 660.45
44514	02/22/2022	VOID	Void Check	\$ -
44515	02/22/2022	CITY OF BROWNTON	jan bill	\$ 11,961.64
44516	02/22/2022	GAVIN JANSSEN STABENOW & MOLDA	prosecutions	\$ 588.75
44517	02/22/2022	HAWKINS, INC	check valve	\$ 1,241.53
44518	02/22/2022	KRIS ENGINEERING, INC	cutting edges	\$ 372.70
44519	02/22/2022	MCLEOD COOPERATIVE POWER ASS'N	jan billing	\$ 48.52
44520	02/22/2022	MENARDS HUTCHINSON	painting supplies	\$ 326.98
44521	02/22/2022	QUADE ELECTRIC INC	led conv at BFD	\$ 3,340.00
44522	02/22/2022	RIVER BEND BUSINESS PRODUCTS	paper	\$ 174.88
44523	02/22/2022	STREICHER'S	uniforms	\$ 74.99
44524	02/22/2022	SYLVIA MUECKE	library supplies-donation	\$ 179.55
44525	02/22/2022	WEST CENTRAL SANITATION	jan bill	\$ 3,798.60
44526	02/22/2022	XCEL ENERGY	jan bill	\$ 56.70
44527	03/02/2022	MARK CACKA	Monthly	\$ 254.89
44528	03/02/2022	BARBARA MATHWIG	Monthly	\$ 151.29
44529	03/02/2022	MARK STREICH	Monthly	\$ 731.19

800138	02/08/2022	IRSEFT	Remittance Check	\$ 2,633.84
800139	02/08/2022	STATE INCOME TAX	Remittance Check	\$ 577.03
800140	02/08/2022	PERA	Remittance Check	\$ 2,069.10
800141	02/08/2022	HSA EFT	Remittance Check	\$ 217.00
800142	02/22/2022	IRSEFT	Remittance Check	\$ 2,421.86
800143	02/22/2022	STATE INCOME TAX	Remittance Check	\$ 531.24
800144	02/22/2022	PERA	Remittance Check	\$ 1,998.29
800145	02/22/2022	HSA EFT	Remittance Check	\$ 292.00
800146	03/02/2022	IRSEFT	Remittance Check	\$ 256.60
800147	03/02/2022	STATE INCOME TAX	Remittance Check	\$ 36.46
800148	03/02/2022	PERA	Remittance Check	\$ 126.00
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				\$ 153,884.02