

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

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

**Visitors:** John Mueller, Becky Havelka, Sandy Schafer, Jason Lindeman, Lynn Otteson, Jayme Krauth, John Evanson, John Rodeberg, Shannon Jerabek.

Mayor Schwarze called the meeting to order.

Motion by Council Member Carrigan, seconded by Council Member Messner and carried to approve the consent agenda as follows: Approve minutes of the regular meeting on 1/4/2022. Approve February Treasurers Report. Approve payment of the claims and payroll including check numbers 44416-44461, 84-86, 800127-800137 in the amount of \$557,783.76. Approve new bills written/to be written. **2022 – 011**

Engineer's update-The original O & M manual was updated in 1990. All will be in a new digital format. These need to meet the new standards and will be completed by April as required by MPCA.

**BE IT RESOLVED** by the City Council of Brownton, to approve the Supplemental Letter Agreement For Engineering Services for the preparation of an O & M manual and the one year certification documents in accordance with MPCA requirements for the Wastewater Treatment Facility with Short Elliot & Hendrickson, Inc. not to exceed \$16,300.

**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 – 012**

Public Works submitted their report. With the cold temps in January there wasn't much to report. The yellow generator was sold for \$536. Well #2 has been running since February 1<sup>st</sup>. The new generators at the lift stations auto test every other week.

Chief Bauer stated Karl attended training last week. It was brought up buying phones for PD vs using personal phones. The Chief would look into what a contract would cost. First Net is going to be at the BFD in March, maybe he could meet with them there. He has contacted Brett about putting a key pad on the back door for access to the golf simulator.

Resident Sandy Schafer talked about a community garden she would like to start in town. She loves to garden and thought this would be a great way to meet people in town. Jayme Krauth from McLeod County Health and Human Services talked about the Statewide Health Improvement Partnership (SHIP). She spoke about how these are great for the state and promote a healthy life. They are willing to donate \$2500 that can be used as start-up funds. McLeod County Master Gardeners and Thrivent may have money to donate as well. Resident John Evanson has background in community gardening and has had positive experiences. A fence would be a great idea to keep animals out. The Mayor asked what they want from the City. A parcel of land-leased probably and water for now. The Mayor, the Clerk and Sandy will work on moving forward for this coming growing season. Resident Lynn Otteson talked about donating excess produce to the County for their handouts-small town community. There has been a lot of community interest in a community garden.

Jason Lindeman from the Brownton Fire Relief Association spoke about their fund balance and current fund ratio. They are requesting a \$400 increase from the current benefit of \$1,200. The City wouldn't need to increase their contribution they currently give.

**RESOLUTION APPROVING INCREASE IN ANNUAL BENEFIT FOR  
BROWNTON FIRE DEPARTMENT RELIEF ASSOCIATION      2022 – 010**

**WHEREAS**, the Brownton Fire Department Relief Association annual benefit is currently \$1200/year, and, **WHEREAS**, Jason Lindeman requested, on behalf of the Brownton Fire Department Relief Association, a \$400 increase to that benefit level, and,

**WHEREAS**, the \$400 will increase the Brownton FD to a 102% fund ratio, with \$0 expected increase to the Fire Relief amount paid annually by the City of Brownton.

**BE IT RESOLVED**, by the City Council of the City of Brownton, to approve the \$400 annual benefit increase resulting in a new benefit level of \$1600 effective after it's approved by the Relief Association Board.

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

Becky Havelka with the Brownton Days Committee gave an update. They are working on getting things planned. Mini Rods have been added and they will run from the RR tracks to the fire hall but will ensure trucks can still get out if they have a fire/rescue call. They are having a Belgium Waffle fundraiser on April 2, 2022. Council waived the rental fee for that event.

**BE IT RESOLVED** by the City Council to grant the requested 3-2 On-Sale Liquor License to the Brownton Baseball Association for calendar year 2022.

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

**2022 – 013**

**BE IT RESOLVED** by the City Council of Brownton, to approve the gambling license for the Brownton Baseball Association for a raffle to be held on Sunday, July 17<sup>th</sup>, 2022.

**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, said resolution was duly passed and adopted.

**2022 – 014**

We received 5 requests for proposals back. We are going to have a work meeting Tuesday March 1<sup>st</sup> at 7pm to go over them.

2 quotes for the installation of sinks in wrestling room were presented. Council would like an updated quote on the one and also a quote for an on demand water heater.

A MnDOT letter regarding the proposed roundabout at the intersection of Highways 15 and 212 was sent to council. We are not requesting a meeting at this time.

For the past year and a half the City has been working with all of McLeod County on our McLeod Hazard Mitigation Plan. The plan has been approved by Homeland Security and Emergency Management and FEMA.

**RESOLUTION OF THE CITY OF BROWNTON    2022 – 015**

**ADOPTION OF THE  
MCLEOD COUNTY ALL-HAZARD MITIGATION PLAN**

**WHEREAS**, the City of Brownton has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

**WHEREAS**, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

**WHEREAS**, the McLeod County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

**WHEREAS**, the McLeod County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

**WHEREAS**, the McLeod County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how McLeod County will maintain public participation and coordination; and

**WHEREAS**, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

**WHEREAS**, the McLeod County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

**WHEREAS**, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

**NOW THEREFORE BE IT RESOLVED** that the City of Brownton supports the hazard mitigation planning effort and wishes to adopt the McLeod County All-Hazard Mitigation Plan.

This Resolution was moved for adoption by Council Member Messner, seconded by Council Member Copler, said resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Clerk this 8<sup>th</sup> day of February, 2022.

It was suggested to purchase another portable bleacher identical to the one purchased last year by the Brownton Days Committee, to be used for community activities

**BE IT RESOLVED** by the City Council of Brownton, to approve the quote from Worthington Direct to purchase a portable bleacher to be used for community events in the amount of \$1,719.95.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Copler, seconded by Council Member Block, said resolution was declared duly passed and adopted. **2022 – 016**

The Clerk failed to include all electric rate codes in the increase presented in January. An increase to all electric rate codes of .005 per kwh was presented for the rest of the codes.

**BE IT RESOLVED** by the City Council of Brownton, to increase the per kwh rate on all electric rate codes .005 starting with the January billing in February.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Copler and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 017**

Building permits were submitted. We will have a workshop for Engineer RFP's and meet with the Bruins in the near future. A new main printer will need to be ordered soon. The Auditor will be here Wednesday-Friday this week.

Upon Motion, Meeting was adjourned.

Minutes to be presented for approval 3/8/2022

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Lori Cacka, City Clerk

84	01/19/2022	FURTHER	part fee	\$ 15.00
85	01/19/2022	HEALTH PARTNERS	feb billing	\$ 3,541.49
86	01/19/2022	MN DEPT OF REVENUE SALES	dec sales tax	\$ 3,579.00
44416	01/06/2022	BROWNTON FIRE RELIEF ASS'N	state aid/supp aid	\$ 13,252.28
44417	01/11/2022	KENNETH BAUER	Bi-weekly 1/11/2022	\$ 463.86
44418	01/11/2022	LORI CACKA	Bi-weekly 1/11/2022	\$ 1,382.94
44419	01/11/2022	CHAD DRAEGER	Bi-weekly 1/11/2022	\$ 1,532.20
44420	01/11/2022	SPENCER GLAESER	Bi-weekly 1/11/2022	\$ 1,178.82
44421	01/11/2022	DIANA KLABUNDE	Bi-weekly 1/11/2022	\$ 797.51
44422	01/11/2022	KARL KOFORD	Bi-weekly 1/11/2022	\$ 1,699.15
44423	01/11/2022	LARRY WARZECHA	Bi-weekly 1/11/2022	\$ 1,061.25
44424	01/19/2022	BROWNTON FIRE RELIEF ASS'N	2022 payment	\$ 18,000.00
44425	01/19/2022	CHAD DRAEGER	mileage	\$ 166.14
44426	01/19/2022	CIRCLE F FARMS	abstest rem/demo east buil	\$ 114,500.00
44427	01/19/2022	VOID	Void Check	\$ -
44428	01/19/2022	CITY OF BROWNTON	dec billing	\$ 9,143.60
44429	01/19/2022	CITY OF HUTCHINSON	annual hauling permit	\$ 100.00
44430	01/19/2022	GLENCOE COOP ASS'N	dec fuel	\$ 1,433.26
44431	01/19/2022	GOPHER STATE ONE-CALL	annual operator fee	\$ 62.15
44432	01/19/2022	GREAT NORTHERN ENVIRONMEN	labor on blower	\$ 793.25
44433	01/19/2022	HAWKINS, INC	chemicals	\$ 3,841.67
44434	01/19/2022	HUTCHINSON UTIL.COMMISSION	billing	\$ 25,237.82
44435	01/19/2022	INNOVATIVE OFFICE SOLUTIONS	towels	\$ 49.98
44436	01/19/2022	JOHNSON CONTROLS	2022 service contract	\$ 486.72
44437	01/19/2022	MCLEOD COOP POWER ASS'N	jan billing	\$ 46.80
44438	01/19/2022	MCLEOD PUBLISHING INC.	dec billing	\$ 25.50
44439	01/19/2022	MENARDS HUTCHINSON	supplies	\$ 122.72
44440	01/19/2022	MN MUNICIPAL UTILITIES ASS'N	2022 Dues	\$ 983.00
44441	01/19/2022	PLUMBING & HEATING BY CRAIG	water heater/pd	\$ 620.00
44442	01/19/2022	QUADE ELECTRIC INC	connect water heater	\$ 130.61
44443	01/19/2022	RS FIBER COOP	jan billing	\$ 721.39
44444	01/19/2022	SECURITY BANK & TRUST	Fire Truck 2015A	\$ 180,086.00
44445	01/19/2022	SECURITY BANK & TRUST CO	power billing	\$ 40,248.38
44446	01/19/2022	TRI COUNTY WATER	cooler rental	\$ 8.86
44447	01/19/2022	US BANK	2018C/B payments	\$ 106,723.86
44448	01/19/2022	UTILITY CONSULTANTS, INC.	samples 11/24, 12/2, 9, 16	\$ 662.15
44449	01/19/2022	WEST CENTRAL SANITATION	dec billing	\$ 3,804.76
44450	01/19/2022	XCEL ENERGY	street lights	\$ 51.48
44451	01/25/2022	KENNETH BAUER	Bi-weekly 1/25/2022	\$ 793.82
44452	01/25/2022	LORI CACKA	Bi-weekly 1/25/2022	\$ 1,382.96
44453	01/25/2022	CHAD DRAEGER	Bi-weekly 1/25/2022	\$ 1,532.22
44454	01/25/2022	SPENCER GLAESER	Bi-weekly 1/25/2022	\$ 1,394.06
44455	01/25/2022	JAMES HANSCH	Bi-weekly 1/25/2022	\$ 163.13
44456	01/25/2022	DIANA KLABUNDE	Bi-weekly 1/25/2022	\$ 797.51
44457	01/25/2022	KARL KOFORD	Bi-weekly 1/25/2022	\$ 1,657.18

44458	01/25/2022	LARRY WARZECHA	Bi-weekly 1/25/2022	\$ 1,124.81
44459	02/02/2022	MARK CACKA	Monthly	\$ 132.98
44460	02/02/2022	BARBARA MATHWIG	Monthly	\$ 203.46
44461	02/02/2022	MARK STREICH	Monthly	\$ 731.19
800127	01/11/2022	IRSEFT	Remittance Check	\$ 2,480.07
800128	01/11/2022	STATE INCOME TAX	Remittance Check	\$ 546.10
800129	01/11/2022	PERA	Remittance Check	\$ 2,008.29
800130	01/11/2022	HSA EFT	Remittance Check	\$ 217.00
800131	01/25/2022	IRSEFT	Remittance Check	\$ 2,733.26
800132	01/25/2022	STATE INCOME TAX	Remittance Check	\$ 593.30
800133	01/25/2022	PERA	Remittance Check	\$ 2,114.30
800134	01/25/2022	HSA EFT	Remittance Check	\$ 217.00
800135	02/02/2022	IRSEFT	Remittance Check	\$ 245.06
800136	02/02/2022	STATE INCOME TAX	Remittance Check	\$ 36.46
800137	02/02/2022	PERA	Remittance Check	\$ 126.00
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				\$ 557,783.76