

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

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

**Visitors:**

Mayor Schwarze called the meeting to order.

Motion by Council Member Carrigan, seconded by Council Member Copler and carried to approve the consent agenda as follows: Approve minutes of the regular meeting on 4/5/2022. Approve May Treasurers Report. Approve payment of the claims and payroll including check numbers 44530-44605, 94-100, 800149-800159 in the amount of \$209,485.17. Approve new bills written/to be written. **2022 – 036**

Public Works reported they have been getting alleys cleaned up, gravel added and lawn mowers ready for the year. In the coming month they will be hauling sludge to Hutch, flushing hydrants and getting the cemetery ready for Memorial Day Weekend.

Chief Bauer reported that he and Officer Koford attended the chief's conference, they are working on a catalytic converter anti-theft program through the state, barking dogs and ATV complaints.

The 2021 audit was revisited and there were no additional questions. A complete copy of the City's 2021 audit can be obtained at the City Office.

**BE IT RESOLVED** by the City Council to accept the 2021 Financial Audit for the City of Brownton as presented by Oberloh & Oberloh at the April Council Meeting.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block and seconded by Council Member Carrigan and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 037**

Comp time and vacation carry-overs were discussed. During the project and covid, some employees have built up excess comp time and vacation. It was debated on how we can remedy this. Council wants to limit comp time accrual or pay out the overtime. 46 hours of CT is the limit right now. It was brought up to move total comp time to 60 hours. Vacation carry-over was also talked about. Employees will be given 1.5 years to use it up and get back down within limits. It will be monitored throughout this time frame.

**BE IT RESOLVED** by the City Council of Brownton, to amend the employee policy which would increase the maximum comp time hours to 60 and any unused time at the end of the year would be paid out or put into that employee's HSA.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Copler, seconded by Council Member Carrigan, and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 038**

Improvements on the railroad crossing at 3<sup>rd</sup> Ave N were discussed. The clerk received 2 quotes on possible replacements options from TCWR. Council decided to approve the quote for \$16,196.27 which includes replacing the crossing with wood planks instead of concrete. A formal resolution will be made once the final bill has been submitted.

Clarke Environmental Mosquito Management submitted the 2022 spraying quote. The clerk suggested going with the 3 year plan so the increase would be locked in not to exceed 3%.

**BE IT RESOLVED** by the City Council of Brownton, to approve the Clarke Environmental Mosquito Management, Inc. 8 Biweekly treatments at a cost of \$488.25 per treatment for a total cost of \$3,906 and to include the 2022-2024 season option with the increase not to exceed 3% for the next 2 seasons.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Copley and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 039**

**BE IT RESOLVED** by the City Council of Brownton, to approve the Liability Coverage Waiver Form which informs the League of Minnesota Cities that the City of Brownton does not waive the monetary limits on municipal tort liability. **THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Copley and with all present voting in favor thereof, motion carried. **2022 – 040**

**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	Summer Rec	\$4,000
Brownton Lions	Summer Enrichment	\$3,500

**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 Messner, seconded by Council Member Carrigan and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2022 – 041**

Building permits were handed out. The Clerk will contact River’s Edge Concrete and let them know we are fine with them working with McLeod Co-Op Power on getting the electric to their site. We will work with McLeod Co-Op on an agreement with them.

Upon Motion, Meeting was adjourned.

Minutes to be presented for approval 6/7/2022

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Lori Cacka, City Clerk

94	03/08/2022	VOID	Void Check	\$	-
95	03/08/2022	CHASE CARD SERVICES	feb billing	\$	4,509.45
96	03/08/2022	DELTA DENTAL PLAN OF MN	march billing	\$	107.70
97	03/22/2022	FURTHER	participation fee	\$	15.00
98	03/22/2022	HEALTH PARTNERS	april billing	\$	3,541.49
99	03/22/2022	MN DEPT OF REVENUE SALES	sales tax	\$	3,575.00
100	03/22/2022	MN UI FUND	unemployment ins	\$	108.16
44530	03/08/2022	KENNETH BAUER	Bi-weekly 3-8-22	\$	405.58
44531	03/08/2022	LORI CACKA	Bi-weekly 3-8-22	\$	1,364.61
44532	03/08/2022	CHAD DRAEGER	Bi-weekly 3-8-22	\$	1,569.48
44533	03/08/2022	SPENCER GLAESER	Bi-weekly 3-8-22	\$	1,306.68
44534	03/08/2022	DIANA KLABUNDE	Bi-weekly 3-8-22	\$	760.86
44535	03/08/2022	KARL KOFORD	Bi-weekly 3-8-22	\$	1,748.11
44536	03/08/2022	LARRY WARZECHA	Bi-weekly 3-8-22	\$	806.77
44537	03/08/2022	ALEX AIR APPARATUS, INC.	repairs	\$	214.00
44538	03/08/2022	BROWNTON DAYS	dwnpymt for Minn-E-Rods	\$	100.00
44539	03/08/2022	CARLY'S SHOES	steel toes	\$	-
44540	03/08/2022	CENTRAL MN FIREFIGHTER'S ASS'N	2022 dues	\$	100.00
44541	03/08/2022	CHAD DRAEGER	phone stipend	\$	60.00
44542	03/08/2022	CITY OF BROWNTON	building permit for sinks	\$	276.74
44543	03/08/2022	GALLS	uniform base shirt	\$	102.04
44544	03/08/2022	GLENCOE COOP ASS'N	feb billing	\$	1,284.33
44545	03/08/2022	GREAT NORTHERN ENVIRONMENT	Blower	\$	1,925.70
44546	03/08/2022	HUTCHINSON UTIL.COMMISSION	feb billing	\$	27,962.59
44547	03/08/2022	JAMIE BAH	av fuel	\$	32.25
44548	03/08/2022	KARL KOFORD	phone stipend	\$	60.00
44549	03/08/2022	KENNETH L. BAUER	phone stipend	\$	60.00
44550	03/08/2022	LORI CACKA	mileage	\$	94.77
44551	03/08/2022	MCLEOD PUBLISHING INC.	feb billing	\$	25.50
44552	03/08/2022	MENARDS HUTCHINSON	paint	\$	183.98
44553	03/08/2022	MIKOLICHEK PLUMBING & HEATING	down pymt for sink install	\$	5,000.00
44554	03/08/2022	MINN-E-ROD TRACTOR PULL ASSN	7/30 pull	\$	1,400.00
44555	03/08/2022	MN DEPT OF COMMERCE	4th qtr 2022 indirect ass	\$	23.57
44556	03/08/2022	MN DEPT OF HEALTH	qtrly pymt	\$	784.00
44557	03/08/2022	NAPA	supplies	\$	138.47
44558	03/08/2022	NORMAN SCHWARZE	phone stipend	\$	40.00
44559	03/08/2022	PIONEERLAND LIBRARY SYSTEM	1st qtr 2022 billing	\$	1,959.50
44560	03/08/2022	QUADE ELECTRIC INC	street lamps	\$	1,139.88
44561	03/08/2022	RS FIBER COOP	feb billing	\$	740.28
44562	03/08/2022	RUNNING'S SUPPLY, INC.	supplies	\$	28.97
44563	03/08/2022	SECURITY BANK & TRUST CO	feb billing	\$	37,643.81
44564	03/08/2022	SPENCER GLAESER	mileage	\$	103.07
44565	03/08/2022	TRI COUNTY WATER	feb billing	\$	41.86
44566	03/08/2022	UTILITY CONSULTANTS, INC.	test 1/20,27 2/3,10	\$	775.59
44567	03/08/2022	XCEL ENERGY	feb billing	\$	56.42

44568	03/22/2022	VOID	Printing Error	\$ -
44569	03/22/2022	VOID	Printing Error	\$ -
44570	03/22/2022	KENNETH BAUER	Bi-weekly 3/22/22	\$ 625.06
44571	03/22/2022	LORI CACKA	Bi-weekly 3/22/22	\$ 1,364.61
44572	03/22/2022	CHAD DRAEGER	Bi-weekly 3/22/22	\$ 1,644.04
44573	03/22/2022	SPENCER GLAESER	Bi-weekly 3/22/22	\$ 1,232.10
44574	03/22/2022	DIANA KLABUNDE	Bi-weekly 3/22/22	\$ 760.86
44575	03/22/2022	KARL KOFORD	Bi-weekly 3/22/22	\$ 1,748.11
44576	03/22/2022	LARRY WARZECHA	Bi-weekly 3/22/22	\$ 573.32
44577	03/22/2022	VOID	Printing Error	\$ -
44578	03/22/2022	VOID	Printing Error	\$ -
44579	03/22/2022	101 DEVELOPMENT RESOURCES	1/2 half 2021 fees	\$ 3,225.02
44580	03/22/2022	AT & T MOBILE	3 PD phones	\$ 48.27
44581	03/22/2022	BROWNTON FIRE RELIEF ASS'N	state and supp aid	\$ 13,516.41
44582	03/22/2022	VOID	Void Check	\$ -
44583	03/22/2022	CITY OF BROWNTON	feb billing	\$ 10,537.70
44584	03/22/2022	CITY OF HUTCHINSON	thaw out storm sewer	\$ 805.00
44585	03/22/2022	CITY OF SHAKOPEE	22 metro drug force mbr	\$ 2,100.00
44586	03/22/2022	DRAIN PROS INC	camera drain in wrest room	\$ 215.00
44587	03/22/2022	GAVIN JANSSEN STABENOW MOLDA	prosecutions/general	\$ 171.75
44588	03/22/2022	GLENCOE FLEET SUPPLY	salt	\$ 16.30
44589	03/22/2022	VOID	Void Check	\$ -
44590	03/22/2022	LEAGUE OF MN CITIES	prop/caus premium	\$ 17,160.00
44591	03/22/2022	MCLEOD COOP POWER ASS'N	feb billing	\$ 48.35
44592	03/22/2022	MED COMPASS	scba exam	\$ 1,890.00
44593	03/22/2022	MIKOLICHEK PLUMBING & HEATING	complete sink project	\$ 5,140.00
44594	03/22/2022	NAPA	pliers	\$ 36.50
44595	03/22/2022	NATE ZELLMAN	railing in pump house	\$ 136.00
44596	03/22/2022	NEUBARTH LANDSCAPING	chipper rent	\$ 440.00
44597	03/22/2022	QUADE ELECTRIC INC	misc repairs	\$ 1,142.80
44598	03/22/2022	RUNNING'S SUPPLY, INC.	misc bolts/washers	\$ 6.57
44599	03/22/2022	SAM'S TIRE SERVICE	repairs	\$ 118.99
44600	03/22/2022	SECURITY BANK & TRUST	sweeper payment	\$ 21,094.74
44601	03/22/2022	SHORT ELLIOT HENDRICKSON, INC	O & M manual updates	\$ 1,535.56
44602	03/22/2022	ST MN OFFICE PIPELINE SAFETY	3rd qtr 2021	\$ 30.66
44603	03/22/2022	THEIN WELL	2022 well inspections	\$ 275.00
44604	03/22/2022	UNITED FARMERS COOPERATION	trans 1/1-2/1	\$ 5,233.50
44605	03/22/2022	WEST CENTRAL SANITATION	feb billing	\$ 3,519.83
800149	03/08/2022	IRSEFT	Remittance Check	\$ 2,429.31
800150	03/08/2022	STATE INCOME TAX	Remittance Check	\$ 533.38
800151	03/08/2022	PERA	Remittance Check	\$ 2,001.35
800152	03/08/2022	HSA EFT	Remittance Check	\$ 292.00
800153	03/22/2022	IRSEFT	Remittance Check	\$ 2,425.33
800154	03/22/2022	STATE INCOME TAX	Remittance Check	\$ 531.94
800155	03/22/2022	PERA	Remittance Check	\$ 1,998.68

800156	03/22/2022	HSA EFT	Remittance Check	\$	292.00
800157	04/04/2022	IRSEFT	Remittance Check	\$	250.46
800158	04/04/2022	STATE INCOME TAX	Remittance Check	\$	36.46
800159	04/04/2022	PERA	Remittance Check	\$	126.00
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					\$ 209,485.17