

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

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

**Visitors:** John Turner, Tony Guberlette

Mayor Schwarze called the meeting to order.

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 10/4/2022. Approve Nov Treasurers Report. Approve payment of the claims and payroll including check numbers 44990-45053, 139-144, 800219-800229 in the amount of \$153,724.10. Approve new bills written/to be written. **2022 – 071**

Public Works has been busy getting things ready for winter. They are keeping up with the leaves. There is a hydraulic leak on the sweeper. Sludge has been hauled, hydrants flushed and pressure tested. We were able to find 2-50kva transformers from B & B. Nygaard will be here to complete the last of the tree removal after it freezes. The brush pile has been cleaned out and they will come back to remove the leaves later this month.

Chief Bauer hired part time officer Bryan Hasbargen and he started last week. Chief Bauer will be retiring the 16<sup>th</sup> of December. The department passed their POST compliance review, congratulations. They were busy but quiet in October.

There were no budget questions at this time.

Council discussed the request from Gavin Law Office to increase their hourly rate IN 2023.

**RESOLUTION TO INCREASE CITY APPOINTED LAWYER RATE**

**WHEREAS**, the legal hourly fee for criminal and civil matters charged by Gavin Law Office attorney rates has been at \$125/hour since January 1, 2019, and,

**WHEREAS**, Gavin Law Office of Glencoe, MN, has proposed a \$20/hour increase from \$125/hour to \$145/hour.

**NOW THEREFORE, BE IT RESOLVED** by the City Council to approve the \$20/hour increase for legal fees tendered for the City of Brownton beginning January 1, 2023.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Carrigan, seconded by Council Member Block and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 072**

John Turner has questions on his 253 7<sup>th</sup> Ave N property and what he was being assessed for. He was given a copy of the information that he previously requested. Since he was not on the agenda Council requested he come back to the December meeting and then he would be added to the agenda to discuss this then.

The Clerk submitted a list of unpaid utilities/services that will be assessed to the 2023 tax roll with the County.

**RESOLUTION ADOPTING ASSESSMENT FOR UNPAID CHARGES**

**WHEREAS**, the City of Brownton provides electrical, natural gas, sewer, water and garbage services and utility improvements to properties located within the corporate limits of the city, and

**WHEREAS** the City of Brownton also provides maintenance service to properties, and

**WHEREAS**, the City Council has established a fee schedule for said services and a procedure for the collection of said fees, and

**WHEREAS**, those procedures include a provision whereby past-due amounts can be certified for collection with the property taxes for customers who fail to pay for the utility services received, and

**WHEREAS**, the amounts of bad debt have been minimized through diligent collection efforts by staff, and **WHEREAS**, the City Council has been presented and reviewed the proposed assessments for unpaid charges and utilities due on November 30, 2022;

**NOW THEREFORE, BE IT RESOLVED** BY THE CITY COUNCIL OF BROWNTON, MCLEOD COUNTY, MINNESOTA: Such proposed assessment for unpaid charges and utilities as of October 31, 2022, is hereby accepted and shall constitute the special assessments against the lands named herein.

The clerk shall forthwith transmit a certified copy of this assessment roll to the McLeod County Auditor to be extended on the proper tax lists of the county and such assessments shall be collected and paid for in the same manner as municipal taxes.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Copler, seconded by Council Member Messner and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 073**

A formal ordinance was submitted for the increase to council and mayor salaries that will become effective January 1, 2023.

**WHEREAS**, the annual salary of the Brownton City Council has not been adjusted since January 1, 2007, and **WHEREAS**, The Mayor of the City of Brownton has proposed a \$300 annual increase for the Mayor and City Council Members alike;

**NOW THEREFORE, BE IT RESOLVED** BY THE CITY COUNCIL OF BROWNTON, MCLEOD COUNTY, MINNESOTA: to approve the increase which will raise the annual salaries for the Mayor to \$1,200 and City Council to \$800 beginning January 1, 2023, to be paid on a bi-annual basis.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Block, seconded by Council Member Schwarze and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 074**

Community Center floors are starting to really show the wear and tear. The Clerk and Council Member Copler will work on getting quotes.

#### **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>
Bobbing Bobber Brewing	BFD	\$200.00

**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 Block, seconded by Council Member Messner and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2022 – 075**

Building permits were handed out.

The Christmas Party will be on December 16<sup>th</sup> at 6:30pm. The next meeting will be December 6<sup>th</sup>. Meeting was adjourned.

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 Lori Cacka, City Clerk

139	09/06/2022	RS FIBER COOP	aug billing	\$ 741.02
140	09/20/2022	AT & T MOBILE	monthly billing	\$ 134.16
141	09/20/2022	CHASE CARD SERVICES	aug billing	\$ 848.41
142	09/20/2022	FURTHER	monthly billing	\$ 15.00
143	09/20/2022	HEALTH PARTNERS	oct billing	\$ 3,726.99
144	09/20/2022	MN DEPT OF REVENUE SALES	aug sales tax	\$ 3,651.00
44990	09/06/2022	KENNETH BAUER	Bi-weekly 9/6/22	\$ 1,095.73
44991	09/06/2022	LORI CACKA	Bi-weekly 9/6/22	\$ 1,324.61
44992	09/06/2022	CHAD DRAEGER	Bi-weekly 9/6/22	\$ 1,542.26
44993	09/06/2022	SPENCER GLAESER	Bi-weekly 9/6/22	\$ 1,178.82
44994	09/06/2022	DIANA KLABUNDE	Bi-weekly 9/6/22	\$ 753.49
44995	09/06/2022	KARL KOFORD	Bi-weekly 9/6/22	\$ 1,748.11
44996	09/06/2022	LARRY WARZECHA	Bi-weekly 9/6/22	\$ 405.63
44997	09/06/2022	DUANE BECKER	Monthly	\$ 380.87
44998	09/06/2022	LUVERNE BECKER	Monthly	\$ 358.46
44999	09/06/2022	MARK CACKA	Monthly	\$ 113.59
45000	09/06/2022	BARBARA MATHWIG	Monthly	\$ 133.90
45001	09/06/2022	MARK STREICH	Monthly	\$ 731.19
45002	09/06/2022	101 DEVELOPMENT RESOURCES, INC	1/2 half 2022	\$ 6,289.64
45003	09/06/2022	CHAD DRAEGER	phone stipend	\$ 60.00
45004	09/06/2022	CITY OF HUTCHINSON	spring sewer jetting	\$ 545.00
45005	09/06/2022	GAVIN JANSSEN STABENOW & MOLDA	aug billing	\$ 406.00
45006	09/06/2022	GLENCOE FLEET SUPPLY	hydrant painting supplies	\$ 22.70
45007	09/06/2022	KRANZ LAWN & POWER	chain saw parts	\$ 207.97
45008	09/06/2022	LEAGUE OF MN CITIES	membership dues	\$ 1,015.00
45009	09/06/2022	VOID	Void Check	\$ -
45010	09/06/2022	LEAGUE OF MN CITIES	22-23 prop/caus prem	\$ 24,036.00
45011	09/06/2022	MAGUIRE IRON, INC.	2021/2022	\$ 3,713.88
45012	09/06/2022	MCLEOD PUBLISHING INC.	aug billing	\$ 25.50
45013	09/06/2022	MENARDS HUTCHINSON	cemetery supplies	\$ 93.94
45014	09/06/2022	METRO SALES, INC.	aug billing	\$ 22.88
45015	09/06/2022	MINI BIFF INC.	aug billing	\$ 175.44
45016	09/06/2022	MINNESOTA PUMP WORKS	2022 service	\$ 1,156.00
45017	09/06/2022	MN DEPT OF COMMERCE	2nd qtr indirect assess	\$ 22.59
45018	09/06/2022	MN STATE FIRE CHIEFS ASS'N	chief conf reg	\$ 900.00
45019	09/06/2022	NEUBARTH LANDSCAPING	trim trees	\$ 500.00
45020	09/06/2022	NORMAN SCHWARZE	phone stipend	\$ 40.00

45021	09/06/2022	RIVER BEND BUSINESS PRODUCTS	paper towels	\$ 79.90
45022	09/06/2022	SECURITY BANK & TRUST CO	aug billing	\$ 50,982.69
45023	09/06/2022	SPENCER GLAESER	phone stipend	\$ 20.00
45024	09/06/2022	TIM OLSON	tennis court supplies	\$ 800.00
45025	09/06/2022	TRI COUNTY WATER	aug billing	\$ 31.86
45026	09/06/2022	UNITED FARMERS COOPERATION	trans 7/1-8/1	\$ 109.80
45027	09/06/2022	USA BLUEBOOK	sampling supplies	\$ 160.58
45028	09/06/2022	UTILITY CONSULTANTS, INC.	7/28 8/4,11,18	\$ 941.14
45029	09/20/2022	KENNETH BAUER	Bi-weekly 9/20/22	\$ 831.27
45030	09/20/2022	LORI CACKA	Bi-weekly 9/20/22	\$ 1,324.61
45031	09/20/2022	CHAD DRAEGER	Bi-weekly 9/20/22	\$ 1,504.98
45032	09/20/2022	SPENCER GLAESER	Bi-weekly 9/20/22	\$ 1,440.00
45033	09/20/2022	DIANA KLABUNDE	Bi-weekly 9/20/22	\$ 753.49
45034	09/20/2022	KARL KOFORD	Bi-weekly 9/20/22	\$ 1,706.15
45035	09/20/2022	BRAXTON STREICH	Bi-weekly 9/20/22	\$ 210.55
45036	09/20/2022	LARRY WARZECHA	Bi-weekly 9/20/22	\$ 876.59
45037	09/20/2022	ALLINA HEALTH SYSTEM	2nd qtr train 6/22-8/22	\$ 404.85
45038	09/20/2022	BRENDA VOELKNER	refund util deposit	\$ 215.75
45039	09/20/2022	VOID	Void Check	\$ -
45040	09/20/2022	CITY OF BROWNTON	aug bill	\$ 3,810.63
45041	09/20/2022	DOUG BLOCK	mileage	\$ 17.50
45042	09/20/2022	EMERGENCY APPARATUS MAINTENANC	Engine 1	\$ 1,088.22
45043	09/20/2022	GLENCOE COOP ASS'N	aug billing	\$ 1,651.89
45044	09/20/2022	GOPHER STATE ONE-CALL	11 tickets	\$ 14.85
45045	09/20/2022	HUTCHINSON UTIL.COMMISSION	aug biling	\$ 3,160.20
45046	09/20/2022	MCLEOD COOPERATIVE POWER ASS'N	aug billing	\$ 41.30
45047	09/20/2022	MN FIRE SERVICE CERT BOARD	bulau/lindeman	\$ 50.00
45048	09/20/2022	MN RURAL WATER ASS'N	10/22-9/23 membership	\$ 300.00
45049	09/20/2022	MN STATE FIRE CHIEFS ASS'N	chief conf reg	\$ 40.00
45050	09/20/2022	QUADE ELECTRIC INC	repairs/supplies	\$ 6,757.75
45051	09/20/2022	WANDA BRYANT	mahnke elec dep refund	\$ 255.81
45052	09/20/2022	WEST CENTRAL SANITATION	aug billing	\$ 3,888.35
45053	09/20/2022	XCEL ENERGY	aug billing	\$ 58.75
45054	09/20/2022	ZARNOTH BRUSH WORKS, INC.	sweeper supplies	\$ 477.15
800219	09/06/2022	IRSEFT	Remittance Check	\$ 2,441.76
800220	09/06/2022	STATE INCOME TAX	Remittance Check	\$ 575.71
800221	09/06/2022	PERA	Remittance Check	\$ 2,028.83
800222	09/06/2022	HSA EFT	Remittance Check	\$ 335.00
800223	09/06/2022	IRSEFT	Remittance Check	\$ 352.82
800224	09/06/2022	STATE INCOME TAX	Remittance Check	\$ 36.46
800225	09/06/2022	PERA	Remittance Check	\$ 126.00
800226	09/20/2022	IRSEFT	Remittance Check	\$ 2,655.58
800227	09/20/2022	STATE INCOME TAX	Remittance Check	\$ 612.36
800228	09/20/2022	PERA	Remittance Check	\$ 2,102.19
800229	09/20/2022	HSA EFT	Remittance Check	\$ 335.00

\$ 153,724.10