

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

Council Absent: Curt Carrigan

Staff Present: Lori Cacka, Ken Bauer, Chad Draeger

Visitors: John Rodeberg, John Turner+1, Phil Mangis, Andrea Matheny

Mayor Schwarze called the meeting to order.

2022 Truth in Taxation Meeting/Public Comment was opened up by Mayor Schwarze. As there was no public comment the meeting was closed. A 4% increase was adopted, reduced from 8%.

RESOLUTION APPROVING 2023 FINAL TAX LEVY

BE IT RESOLVED by the City Council of the City of Brownton, to approve the 2022 sums of money to be levied collectible in 2023 upon taxable properties in the City of Brownton for the following purposes:

General Fund	\$ 272,953
Bond Purposes	
2019A Facility Redevelopment Bond	\$ 61,603
2015A Fire Truck Bond	\$ 16,768
RS Fiber Bond	\$ 50,866
2018 Street/Utility Bond	\$ 78,666
Total Levy	\$ 480,856

BE IT FURTHER RESOLVED that the City Clerk is hereby instructed to transmit a copy of this resolution to the McLeod County Auditor.

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 declared duly passed and adopted. **2022 – 076**

The hourly rate increase for the city attorney was changed to include the wording, “criminal and civil matters charged by” and the amount of the check to be written to Kranz for blades was \$83.97 not \$8,397 in make the new total \$9,897.43. These were changed in the packet.

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 11/1/2022 and special meeting on 11/14/2022. Approve December Treasurers Report. Approve payment of the claims and payroll including check numbers 45055-45138, 145-152, 800230-800247 in the amount of \$159,524.49. Approve new bills written/to be written. **2022 – 077**

John Rodeberg from SEH reported on the progress of the recreational improvement project grant application. Council approved a resolution to allow them to complete the grant application and submit it.

RESOLUTION SUPPORTING AN ACTIVE TRANSPORTATION INFRASTRUCTURE PROGRAM GRANT APPLICATION FOR THE BROWNTON CSAH 25 TRAIL PROJECT

WHEREAS, \$3.5 million in Active Transportation funding is available, with a minimum of \$50,000 and cap of \$500,000 for each project, and the City of Brownton is requesting \$340,000, and:

WHEREAS, the City will be working with McLeod County as the Sponsoring Agency, and:

WHEREAS, the City acknowledges that Active Transportation funds can be used to reimburse construction costs on Active Transportation eligible items, and that costs above the Active Transportation grant award will utilize alternate local funding sources, and:

WHEREAS, the proposed project will address safety hazards to walking or biking to the only convenience store within the City, as well as providing access to the city's recreational facilities, city hall/library, downtown area and other local and regional destinations, and:

WHEREAS, the improvements are proposed to be constructed in CY 2023 or 2024 with completion prior to the State Baseball tournament to be held in the community in 2025.

THEREFORE, BE IT RESOLVED THAT:

1. The city council supports the construction of the project and agrees to maintain such improvements
2. The city council board supports submittal of the AT application
3. The city assures that the city and/or county will pay all costs associated with the project beyond the AT grant award.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Messner, seconded by Council Member Copley and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 078**

Public Works supervisor submitted his report. They are getting ready for winter. We need to start talking about a street light project on Division Street and new Christmas nights as they are down to 13.

Chief Bauer submitted his report. The 2013 squad was taken in to have the electrical looked at. There weren't too many pressing issues last month.

John Turner was present to discuss his 7th Ave property. He didn't pick up the packet that he requested the Clerk send him in October so it was sent back. It had all of the requested paperwork in it so there wasn't anything else to discuss. Council directed Mr. Turner to our attorney if he had any further questions on the matter.

The Council officially accepted the resignation of Police Chief Bauer and appointed Karl Koford as the new chief. He will move up to grade 6 step 4 and remain there until his 6 month probationary period is up. Ken will continue to work with Karl on the transition.

RESOLUTION ACCEPTING RESIGNATION OF POLICE CHIEF

WHEREAS, the Brownston City Council has received the written resignation of Police Chief Kenneth Bauer, effective on December 16, 2022.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Brownston, Minnesota as follows:

1. The City Council accepts Police Chief Kenneth Bauer's resignation as described above.

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 declared duly passed and adopted. **2022 – 079**

Appoint Karl Koford Chief of Police starting at 12:01 a.m. on Saturday December 17th, 2022 with a 6 month probationary period

BE IT RESOLVED by the City Council, to offer the Brownston City Police Chief position to Karl Koford and move him to grade 6 step 4 effective December 17th, 2022 until the end of his probationary period May 16th, 2023.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Copley, seconded by Council Member Messner and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 080**

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF BROWNSTON ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT

WHEREAS, the City of Brownton on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State’s criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Brownton, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Brownton on behalf of its Prosecuting Attorney and Police Department, are hereby approved.
2. That the Chief of Police, Kenneth Bauer, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City’s connection to the systems and tools offered by the State.
3. That the Prosecuting Attorney, Kenneth Janssen, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City’s connection to the systems and tools offered by the State.
4. That the Mayor for the City of Brownton, Norman Schwarze, and the City Clerk, Lori Cacka, are authorized to sign the State of Minnesota Joint Powers Agreements.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Copley, seconded by Council Member Block and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2022 – 081**

**RESOLUTION DESIGNATING ANNUAL POLLING PLACE
CITY OF BROWNTON
OF MCLEOD COUNTY, MINNESOTA**

WHEREAS, Minn. Stat. 204B.16 requires the city council to designate its local polling place for election annually;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Brownton, County of McLeod, State of Minnesota does hereby designate Brownton Community Center at 310 2nd St N in Brownton in McLeod County as its polling place for 2023.

BE IT FINALLY RESOLVED, the city notify residents of this designation by the following requirements of Minn. Stat. 205.16

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 – 082**

Misc. items for the January meeting were handed out. These will be discussed at that meeting.

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>
Janice Hedtke	1 st Responders	\$200.00
Grace ELCA Women	BFD	\$100.00

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 Messner, seconded by Council Member Copler and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2022 – 083**

Building permits were handed out. Bfd banquet is 1/14/23. The Christmas Party will be on December 16th at 6:30pm. The next meeting will be January 3rd.

Meeting was adjourned.

Minutes to be presented for approval 1/3/2023

Lori Cacka, City Clerk

145	10/04/2022	DELTA DENTAL PLAN OF MINNESOTA	oct billing	\$ 107.70
146	10/04/2022	HEALTH PARTNERS	nov billing	\$ 3,726.99
147	10/04/2022	RS FIBER COOP	sept billing	\$ 736.32
148	10/17/2022	AT & T MOBILE	oct billing	\$ 134.16
149	10/17/2022	VOID	Void Check	\$ -
150	10/17/2022	CHASE CARD SERVICES	oct billing	\$ 3,315.76
151	10/17/2022	FURTHER	monthly fee	\$ 15.00
152	10/17/2022	MN DEPT OF REVENUE SALES	monthly	\$ 3,664.00
45055	10/04/2022	DUANE BECKER	Monthly	\$ 403.28
45056	10/04/2022	LUVERNE BECKER	Monthly	\$ 358.46
45057	10/04/2022	MARK CACKA	Monthly	\$ 138.53
45058	10/04/2022	BARBARA MATHWIG	Monthly	\$ 220.84
45059	10/04/2022	MARK STREICH	Monthly	\$ 731.19
45060	10/04/2022	KENNETH BAUER	Bi-weekly 10/4/2022	\$ 807.62
45061	10/04/2022	LORI CACKA	Bi-weekly 10/4/2022	\$ 1,324.61
45062	10/04/2022	CHAD DRAEGER	Bi-weekly 10/4/2022	\$ 1,504.99
45063	10/04/2022	SPENCER GLAESER	Bi-weekly 10/4/2022	\$ 1,189.47
45064	10/04/2022	DIANA KLABUNDE	Bi-weekly 10/4/2022	\$ 753.49
45065	10/04/2022	KARL KOFORD	Bi-weekly 10/4/2022	\$ 1,748.11
45066	10/04/2022	LARRY WARZECHA	Bi-weekly 10/4/2022	\$ 710.10
45067	10/04/2022	ACE HARDWARE HUTCHINSON	SUPPLIES	\$ 75.96

45068	10/04/2022	ALPHA WIRELESS COMMUNICATIONS	paggers	\$	-
45069	10/04/2022	CHAD DRAEGER	phone stipend	\$	60.00
45070	10/04/2022	CHRIS HANSCH	chief's conference	\$	75.00
45071	10/04/2022	CITY OF BROWNTON	2nd 1/2 fire protection	\$	14,625.23
45072	10/04/2022	COUTRYSIDE FLAGPOLE	pole for cemetery	\$	1,200.00
45073	10/04/2022	DAN SALAS	toyota	\$	65.00
45074	10/04/2022	EMERGENCY APPARATUS MAINTENANC	engine 1	\$	2,457.06
45075	10/04/2022	FIRE EQUIPMENT SPECIALTIES,INC	JK gear	\$	3,351.22
45076	10/04/2022	GALLS	pants	\$	59.84
45077	10/04/2022	GAVIN JANSSEN STABENOW & MOLDA	sept billing	\$	443.00
45078	10/04/2022	GOPHER STATE ONE-CALL	12 tickets	\$	16.20
45079	10/04/2022	HAWKINS, INC	cyl rent	\$	50.00
45080	10/04/2022	HJERPE CONTRACTING, INC.	water main 3rd Ave N	\$	3,778.80
45081	10/04/2022	HUTCHINSON COOP	fuel	\$	-
45082	10/04/2022	JESSE MESSNER	chief's conference	\$	75.00
45083	10/04/2022	KARL KOFORD	reimb for fuel purchase	\$	45.65
45084	10/04/2022	LORI COPLER	chief's conference	\$	75.00
45085	10/04/2022	MCLEOD PUBLISHING INC.	sept billing	\$	25.50
45086	10/04/2022	MENARDS HUTCHINSON	misc supplies	\$	177.47
45087	10/04/2022	METRO SALES, INC.	sept billing	\$	26.26
45088	10/04/2022	MINI BIFF INC.	sept park billing	\$	87.72
45089	10/04/2022	MN MUNICIPAL UTILITIES ASS'N	drug/alcohol testing	\$	31.00
45090	10/04/2022	NORMAN SCHWARZE	phone stipend	\$	40.00
45091	10/04/2022	NORTH CENTRAL INT'L INC	hose	\$	136.18
45092	10/04/2022	QUADE ELECTRIC INC	supplies	\$	44.50
45093	10/04/2022	RIVER BEND BUSINESS PRODUCTS	printer cartridge	\$	125.95
45094	10/04/2022	RUNNING'S SUPPLY, INC.	misc supplies	\$	53.06
45095	10/04/2022	SHORT ELLIOT HENDRICKSON, INC	gen eng	\$	545.25
45096	10/04/2022	SPENCER GLAESER	phone stipend	\$	20.00
45097	10/04/2022	ST PAUL STAMP WORKS INC	2023 dog tags	\$	103.73
45098	10/04/2022	UNITED FARMERS COOPERATION	trans 8/1-9/1	\$	124.20
45099	10/04/2022	UTILITY CONSULTANTS, INC.	sample 8/25 9/1,8,15,22	\$	1,540.15
45100	10/04/2022	XTREME PEST SOLUTIONS	billing	\$	125.00
45101	10/17/2022	KENNETH BAUER	Bi-weekly 10/18/22	\$	638.40
45102	10/17/2022	LORI CACKA	Bi-weekly 10/18/22	\$	1,324.61
45103	10/17/2022	CHAD DRAEGER	Bi-weekly 10/18/22	\$	1,504.98
45104	10/17/2022	SPENCER GLAESER	Bi-weekly 10/18/22	\$	1,178.82
45105	10/17/2022	DIANA KLABUNDE	Bi-weekly 10/18/22	\$	753.50
45106	10/17/2022	KARL KOFORD	Bi-weekly 10/18/22	\$	1,839.90
45107	10/17/2022	LARRY WARZECHA	Bi-weekly 10/18/22	\$	708.99
45108	10/17/2022	VOID	Void Check	\$	-
45109	10/17/2022	CITY OF BROWNTON	monthly bills	\$	4,164.56
45110	10/17/2022	DIANA KLABUNDE	mileage	\$	65.63
45111	10/17/2022	GLENCOE COOP ASS'N	sept billing	\$	937.81
45112	10/17/2022	HAWKINS, INC	cyl rent	\$	20.00

45113	10/17/2022	HELEN GREENBERG	refund	\$ 185.46
45114	10/17/2022	HJERPE CONTRACTING, INC.	storm drain	\$ 11,900.00
45115	10/17/2022	HUTCHINSON UTIL.COMMISSION	oct billing	\$ 3,547.62
45116	10/17/2022	LASZLO & NICOLE MATHE	refund	\$ 170.58
45117	10/17/2022	MC TREE SERVICES	sandlast 15 hydrants	\$ 2,925.00
45118	10/17/2022	VOID	PRINTING ERROR	\$ -
45119	10/17/2022	MCLEOD COOPERATIVE POWER ASS'N	regulation station	\$ 41.26
45120	10/17/2022	MINI BIFF INC.	city park	\$ 17.54
45121	10/17/2022	ROSANNE SCOTT	refund	\$ 194.10
45122	10/17/2022	SECURITY BANK & TRUST CO	sept billing	\$ 44,171.79
45123	10/17/2022	TRI COUNTY WATER	sept billing	\$ 48.36
45124	10/17/2022	WEST CENTRAL SANITATION	oct billing	\$ 3,888.82
45125	10/17/2022	XCEL ENERGY	lights	\$ 58.61
45126	11/01/2022	DUANE BECKER	Monthly	\$ 448.08
45127	11/01/2022	LUVERNE BECKER	Monthly	\$ 358.46
45128	11/01/2022	MARK CACKA	Monthly	\$ 105.28
45129	11/01/2022	BARBARA MATHWIG	Monthly	\$ 133.90
45130	11/01/2022	MARK STREICH	Monthly	\$ 731.19
45131	11/01/2022	KENNETH BAUER	Bi-weekly 11/1/22	\$ 976.83
45132	11/01/2022	LORI CACKA	Bi-weekly 11/1/22	\$ 1,324.61
45133	11/01/2022	CHAD DRAEGER	Bi-weekly 11/1/22	\$ 1,504.99
45134	11/01/2022	SPENCER GLAESER	Bi-weekly 11/1/22	\$ 1,221.44
45135	11/01/2022	BRYAN HASBARGEN	Bi-weekly 11/1/22	\$ 477.85
45136	11/01/2022	DIANA KLABUNDE	Bi-weekly 11/1/22	\$ 679.80
45137	11/01/2022	KARL KOFORD	Bi-weekly 11/1/22	\$ 1,657.18
45138	11/01/2022	LARRY WARZECHA	Bi-weekly 11/1/22	\$ 794.71
800230	10/04/2022	IRSEFT	Remittance Check	\$ 375.06
800231	10/04/2022	STATE INCOME TAX	Remittance Check	\$ 36.46
800232	10/04/2022	PERA	Remittance Check	\$ 126.00
800233	10/04/2022	IRSEFT	Remittance Check	\$ 2,436.62
800234	10/04/2022	STATE INCOME TAX	Remittance Check	\$ 574.11
800235	10/04/2022	PERA	Remittance Check	\$ 2,026.49
800236	10/04/2022	HSA EFT	Remittance Check	\$ 335.00
800237	10/17/2022	IRSEFT	Remittance Check	\$ 2,391.40
800238	10/17/2022	STATE INCOME TAX	Remittance Check	\$ 569.30
800239	10/17/2022	PERA	Remittance Check	\$ 2,029.64
800240	10/17/2022	HSA EFT	Remittance Check	\$ 335.00
800241	11/01/2022	IRSEFT	Remittance Check	\$ 362.58
800242	11/01/2022	STATE INCOME TAX	Remittance Check	\$ 36.46
800243	11/01/2022	PERA	Remittance Check	\$ 126.00
800244	11/01/2022	IRSEFT	Remittance Check	\$ 2,636.56
800245	11/01/2022	STATE INCOME TAX	Remittance Check	\$ 608.13
800246	11/01/2022	PERA	Remittance Check	\$ 2,134.47
800247	11/01/2022	HSA EFT	Remittance Check	\$ 435.00
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				\$ 159,524.49

