

Council Present: Norman Schwarze, Lori Copler, Jesse Messner, Curt Carrigan
Newly Elected Council Present: Rich Pohlmeier, Andrea Matheny
Staff Present: Lori Cacka, Chad Draeger, Karl Koford
Visitors: Jackie Pohlmeier

Mayor Schwarze called the meeting to order. He administered the Oath of Office to Curt Carrigan, Andrea Matheny and Rich Pohlmeier. He then handed the meeting over to the newly elected Mayor Pohlmeier.

Motion by Council Member Messner, seconded by Council Member Carrigan and carried to approve the consent agenda as follows: Approve minutes of the regular meeting on 12/6/2022. **2023 – 001**

Motion by Council Member Copler, seconded by Council Member Messner and carried to approve the consent agenda as follows: Approve January Treasurers Report. **2023 – 002**

Motion by Council Member Copler, seconded by Council Member Carrigan and carried to approve the consent agenda as follows: Approve payment of the claims and payroll including check numbers 45139-45208, 153-161, 800248-800255 in the amount of \$181,953.05. Approve new bills written/to be written. **2023 – 003**

Jesse/Lori gave an update on the Recreational Improvement Plan. Estimated costs, including the trail, is \$1,139,000 to \$1,655,500. The anticipated opening of the application is late February or early March.

BE IT RESOLVED by the City Council to approve the concept as proposed by Short Elliott Hendrickson for the Recreational Improvement grant we are working on.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Copler, seconded by Council Member Matheny and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2023 – 004**

Public Works supervisor submitted his report. Cell phone coverage at the shop down at the plant isn't good. He asked about increasing the salary for the part time snow removal help.

BE IT RESOLVED by the City Council to increase the wage of part time snow removal personnel Isaiah Streich to \$15.36 per hour.

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. **2023 – 005**

Chief Koford submitted his report. Snowbird tickets are being issued. Officer Warzecha is going to request a variance to be able to test for a full time license with the POST board on January 26th. He would like to make some changes at the PD building, council approved.

RESOLUTION OF 2023 DESIGNATIONS

WHEREAS Minnesota Statute, Chapters 412 and 427, require certain action by the City Council at the annual council meeting in January;

THEREFORE BE IT RESOLVED by the Brownton City Council, that it hereby approves the following designations for the year 2023:

MEETINGS: Regular meetings of the Brownton City Council shall be held on the First Tuesday of every month at 7:00 p.m unless otherwise specified. Any regular meeting that falls upon a holiday will be rescheduled. All meetings, including special and adjourned meetings, shall be held at Brownton Area Civic Center, in the Council Chambers, unless the City Council decides otherwise.

VICE MAYOR: In the absence of Mayor Pohlmeier, the Vice Mayor for the Brownton City Council shall be Lori Copler.

OFFICIAL NEWSPAPER: The official newspaper for the City of Brownton shall be the McLeod County Chronicle.

OFFICIAL CITY DEPOSITORIES: The following financial institution shall be designated as the official City depositories: Security Bank and Trust, Brownton, MN.

The following shall be authorized agents to endorse checks and orders for the payment of money transactions at the City depositories: Mayor Rich Pohlmeier and City Clerk Lori Cacka with secondary signatories by Council Member Lori Cople and Deputy Clerk Diana Klabunde.

CITY ENGINEER: The Brownton City Council hereby appoints John Rodeberg - SEH (Short, Elliot, Hendrickson, Inc.)

CITY AUDITOR: The Brownton City Council hereby appoints Oberloh & Oberloh from Redwood Falls as City Auditor.

PUBLIC FINANCE ADVISOR: The Brownton City Council hereby appoints David Drown Associates.

CITY ATTORNEY: The Brownton City Council hereby appoints Ken Janssen of Gavin, Janssen, Stabenow & Moldan Ltd, as the City Attorneys for the City of Brownton.

BLIGHT/WEED INSPECTOR: The Brownton City Council hereby appoints the Brownton Police Department to fulfill the requirements of the blight/weed inspection for the City of Brownton.

BUILDING INSPECTOR: The Brownton City Council hereby appoints Darin Haslip of 101 Development Resources, Inc., as Building Inspector for the City of Brownton.

BE IT RESOLVED by the City Council to accept the City Designations

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

2023 – 006

RESOLUTION OF 2022 APPOINTMENTS

WHEREAS Minnesota Statute, Chapters 412 and 427, require certain action by the City Council at the annual council meeting in January;

THEREFORE BE IT RESOLVED by the Brownton City Council, that it hereby approves the following Council Members to serve as Commissioners to these specific departments and organizations for the year 2023:

- Civic Center:** Jesse Messner
- Community Center:** Jesse Messner
- Electrical & Street Lights:** Curtis Carrigan
- Emergency Management Director:** Lori Cople
- MMPA Board:** Curtis Carrigan
- Natural Gas:** Rich Pohlmeier
- Parks & Cemetery:** Andrea Matheny
- Police:** Rich Pohlmeier
- RS Fiber:** Curt Carrigan
- Sewer & Water:** Andrea Matheny
- Streets:** Jesse Messner
- Zoning & Planning:** Lori Cople

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

2023 – 007

The 2023 fee schedule was looked at. It was decided to raise the water per 1000 rate from \$4.30 to \$5.00 and reword the amount charged for an officer.

BE IT RESOLVED by the City Council of Brownton, to accept the proposed changes made to the 2023 Fee Schedule which will increase the water per 1000 from \$4.30 to \$5.00 starting with the January billing in February and changing the amount paid for an officer to 125% hourly salary for rentals at the community center, civic center and park shelter.

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

2023 – 008

BE IT RESOLVED by the City Council to approve starting Officer Warzecha at year 10 in benefit policy.

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. **2023 – 009**

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 Bunker	Civic Center	\$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 Copler, seconded by Council Member Carrigan and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2023 – 010**

Building permits were handed out. RS Fiber long term contract. Handed out an updated phone listing.

Meeting was adjourned.

Minutes to be presented for approval 2/7/2023

Lori Cacka, City Clerk

153	11/01/2022	DELTA DENTAL PLAN OF MINNESOTA	nov billing	\$	107.70
154	11/01/2022	TRI COUNTY WATER	oct billing	\$	31.86
155	11/18/2022	AT & T MOBILE	oct billing	\$	133.89
156	11/18/2022	CHASE CARD SERVICES	oct billing	\$	485.53
157	11/18/2022	FURTHER	part fee	\$	15.00
158	11/18/2022	HEALTH PARTNERS	dec billing	\$	3,726.99
159	11/18/2022	MN DEPT OF REVENUE SALES	oct billing	\$	3,653.00
160	11/18/2022	RELIANCE STANDARD LIFE INS CO	dec-feb billing	\$	58.80
161	11/18/2022	RS FIBER COOP	nov billing	\$	736.29
45139	11/01/2022	CHAD DRAEGER	phone stipend	\$	60.00
45140	11/01/2022	DAN SALAS	antifreeze	\$	20.00
45141	11/01/2022	EMERGENCY APPARATUS MAINTENANC	clip	\$	-
45142	11/01/2022	GAVIN JANSSEN STABENOW & MOLDA	prosecutions	\$	156.25
45143	11/01/2022	GLENCOE FLEET SUPPLY	misc	\$	48.07
45144	11/01/2022	HAWKINS, INC	chems/misc	\$	6,191.67
45145	11/01/2022	MENARDS HUTCHINSON	supplies	\$	208.17
45146	11/01/2022	METRO SALES, INC.	oct billing	\$	27.47
45147	11/01/2022	NEUBARTH LANDSCAPING	reseed east side	\$	6,820.00

45148	11/01/2022	NORMAN SCHWARZE	phone stipend	\$ 40.00
45149	11/01/2022	PETTY CASH FUND	misc items	\$ 71.46
45150	11/01/2022	RUBIN CONSTRUCTION	repair at plant	\$ 15,955.00
45151	11/01/2022	RUNNING'S SUPPLY, INC.	misc	\$ 77.46
45152	11/01/2022	SHORT ELLIOT HENDRICKSON, INC	general eng	\$ 206.00
45153	11/01/2022	SPENCER GLAESER	phone stipend	\$ 20.00
45154	11/01/2022	ST LOUIS MRO, INC	2022 query fee	\$ 50.00
45155	11/01/2022	STREICHER'S	uniforms	\$ 139.98
45164	11/18/2022	ALLINA HEALTH SYSTEM	1st responder training	\$ 404.85
45165	11/18/2022	B & B TRANSFORMERS, INC.	2 50 kva transformers	\$ 5,024.00
45166	11/18/2022	BROWNTON FIRE RELIEF ASS'N	2021 fire/supp aid	\$ 13,705.87
45167	11/18/2022	CAROLYN BIPES	general election	\$ 73.50
45168	11/17/2022	VOID	Void Check	\$ -
45169	11/18/2022	CITY OF BROWNTON	oct billing	\$ 4,280.69
45170	11/18/2022	CUSTOMIZED FIRE RESCUE TRNG	12/20/21 class	\$ 400.00
45171	11/18/2022	DESIGN ELECTRIC INC	misc repairs	\$ 2,329.50
45172	11/18/2022	EMERGENCY AUTOMOTIVE TECH	clip	\$ 39.95
45173	11/18/2022	FLOW MEASURE & CONTROL CO	cert lift stat/flow station	\$ 701.00
45174	11/18/2022	GINETTE SCHWARZE	general election	\$ 94.50
45175	11/18/2022	GLENCOE COOP ASS'N	oct billing	\$ 1,084.33
45176	11/18/2022	HAWKINS, INC	cylin rent	\$ 20.00
45177	11/18/2022	HUTCHINSON UTIL.COMMISSION	oct billing	\$ 13,275.73
45178	11/18/2022	JAN KREIE	general election	\$ 104.88
45179	11/18/2022	JAN MESSNER	general election	\$ 99.75
45180	11/18/2022	JEANIE VONBERGE	general election	\$ 109.50
45181	11/18/2022	KEITH DOERING	mack tanker repairs	\$ 548.08
45182	11/18/2022	LORI CACKA	election mileage	\$ 96.25
45183	11/18/2022	MACQUEEN EQUIPMENT, INC.	comp valve	\$ 254.05
45184	11/18/2022	MCLEOD COOPERATIVE POWER ASS'N	gas reg station	\$ 41.53
45185	11/18/2022	MCLEOD COUNTY AUDITOR-TREAS	assess fees/main	\$ 4,158.00
45186	11/18/2022	MCLEOD PUBLISHING INC.	oct billilng	\$ 64.06
45187	11/18/2022	MID-AMERICAN RESEARCH CHEMICAL	room deodorizer	\$ 193.99
45188	11/18/2022	MN STATE FD ASSOCIATION	2023 membership	\$ 175.00
45189	11/18/2022	PIONEERLAND LIBRARY SYSTEM	4th qtr pymt	\$ 1,959.50
45190	11/18/2022	PRECISION CONCRETE CUTTING	2022 cutting	\$ 5,217.00
45191	11/18/2022	QUADE ELECTRIC INC	trans repair	\$ 1,685.00
45192	11/18/2022	ROSE TRUCKING INC.	7 loads	\$ 1,750.00
45193	11/18/2022	ROXANNE WENDLANDT	general election	\$ 125.25
45194	11/18/2022	SECURITY BANK & TRUST CO	nov billing	\$ 32,830.71
45195	11/18/2022	SHORT ELLIOT HENDRICKSON, INC	gen eng	\$ 1,824.30
45196	11/18/2022	TACTICAL SOLUTIONS	radar cert	\$ 74.00
45197	11/18/2022	UNITED FARMERS COOPERATION	trans 9/1-10/1	\$ 196.20
45198	11/18/2022	UTILITY CONSULTANTS, INC.	samples 9/22,29 10/6,13	\$ 1,474.54
45199	11/18/2022	WEST CENTRAL SANITATION	oct billing	\$ 3,888.82
45200	11/18/2022	XCEL ENERGY	oct billing	\$ 59.50

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
45156	11/15/2022	KENNETH BAUER	Bi-weekly 11/15/22	\$	821.46
45157	11/15/2022	LORI CACKA	Bi-weekly 11/15/22	\$	1,324.61
45158	11/15/2022	CHAD DRAEGER	Bi-weekly 11/15/22	\$	1,504.98
45159	11/15/2022	SPENCER GLAESER	Bi-weekly 11/15/22	\$	1,178.82
45160	11/15/2022	DIANA KLABUNDE	Bi-weekly 11/15/22	\$	679.80
45161	11/15/2022	KARL KOFORD	Bi-weekly 11/15/22	\$	1,936.55
45162	11/15/2022	ISAIAH STREICH	Bi-weekly 11/15/22	\$	73.88
45163	11/15/2022	LARRY WARZECHA	Bi-weekly 11/15/22	\$	497.16
45201	11/29/2022	KENNETH BAUER	Bi-weekly 11/29/2022	\$	370.23
45202	11/29/2022	LORI CACKA	Bi-weekly 11/29/2022	\$	1,324.61
45203	11/29/2022	CHAD DRAEGER	Bi-weekly 11/29/2022	\$	1,616.83
45204	11/29/2022	SPENCER GLAESER	Bi-weekly 11/29/2022	\$	1,348.09
45205	11/29/2022	BRYAN HASBARGEN	Bi-weekly 11/29/2022	\$	195.18
45206	11/29/2022	DIANA KLABUNDE	Bi-weekly 11/29/2022	\$	679.81
45207	11/29/2022	KARL KOFORD	Bi-weekly 11/29/2022	\$	2,319.36
45208	11/29/2022	LARRY WARZECHA	Bi-weekly 11/29/2022	\$	635.62
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
800248	11/15/2022	IRSEFT	Remittance Check	\$	2,377.39
800249	11/15/2022	STATE INCOME TAX	Remittance Check	\$	568.83
800250	11/15/2022	PERA	Remittance Check	\$	2,063.67
800251	11/15/2022	HSA EFT	Remittance Check	\$	435.00
800252	11/29/2022	IRSEFT	Remittance Check	\$	2,527.70
800253	11/29/2022	STATE INCOME TAX	Remittance Check	\$	618.39
800254	11/29/2022	PERA	Remittance Check	\$	2,262.14
800255	11/29/2022	HSA EFT	Remittance Check	\$	435.00
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