

Council Present: Lori Copler, Jesse Messner, Curt Carrigan, Andrea Matheny, Rich Pohlmeier

Staff Present: Lori Cacka, Chad Draeger, Karl Koford

Visitors: John Rodeberg

Mayor Pohlmeier 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 5/2/2023. Approve June Treasurers Report. Approve payment of the claims and payroll including check numbers 45491-45550, 200-208, 800306-800316 in the amount of \$131,117.91. Approve new bills written/to be written. **2023 – 039**

John Rodeberg from SEH presented a resolution for 2024 Capital Bonding for the trail and recreation improvement project. This is another source for potential funding for the recreational improvement grant we submitted this year. He talked about 171 8th Ave N and that they should be credited back \$1,400 for the sanitary sewer service that was not completed on 16.059.0140. The Legislature also passed a new lead service replacement law and SEH is an approved company to help cities look into it.

RESOLUTION NO. 2023 – 040

AUTHORIZING THE CITY CLERK/TREASURER

TO FILE AN APPLICATION WITH THE MINNESOTA MANAGEMENT AND BUDGET OFFICE FOR THE PURPOSE OF BROWNTON TRAIL AND PARK INFRASTRUCTURE

WHEREAS, the Minnesota Management and Budget Office, has released application instructions for local governments and political subdivisions for 2024 capital budget requests; and,

WHEREAS, the City of Brownton has need for and intends to significantly improve its trail and recreational safety in the community; and,

WHEREAS, all requests must be made to the Minnesota Management and Budget Office by June 16, 2023; and,

WHEREAS, the City of Brownton has identified this project as its number one priority;

NOW, THEREFORE BE IT RESOLVED, the City Clerk/Treasurer through actions of the Mayor and City Council, is hereby authorized to execute and file an application on behalf of the City of Brownton, with the Minnesota Management and Budget Office for the project described above.

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

BE IT RESOLVED by the City Council of Brownton, to approve a refund in the amount of \$1,400 to Rory Hansch for work not completed during the 2018 project on parcel 16-059.0140.

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. **2023 – 041**

Public Works submitted their report. Pearson will be here July 7th to seal coat. They have been spraying weeds and will flush hydrants this week. A transformer was replaced at the plant and there may be 2 more that are bad. Spencer worked hard on getting the cemetery ready for Memorial Day. Council directed the Clerk to look at getting cameras installed at various places in the city. Public Works Employees Draeger passed his Class C Waste Water test and Glaeser passed his Type IV Biosolid test. Pay increases for the both were discussed. The Clerk is going to check with other cities and see how they handle these situations and also work on adding more steps to the payscale. It was decided to table this until next meeting. Council Member Carrigan brought up the decals on the trucks. He would like to see door decals on the new Ford truck in addition to the windows.

BE IT RESOLVED by the City Council of Brownton, to approve the purchase to another set of door decals for the new Ford truck to match what is currently on the Toyota.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Carrigan, seconded by Council Member Copley and with Council Members Copley, Messner, Carrigan and Matheny voting in favor thereof, said resolution was declared duly passed and adopted. Council Member Pohlmeier abstained. **2023 – 042**

Chief Koford submitted their report. Council directed the department to keep an eye on golf carts. They have had a busy month with trainings and various activity around town. The Chief and Admin have been working hard on finishing up the BCA audit. Chief Koford's 6 month probationary period will be up on June 16th. He would move to grade 6 step 5. Council is happy with the performance of the Chief so the increase was approved.

BE IT RESOLVED by the City Council of Brownton, to move Chief Koford to grade 6 step 5 after June 15th when his probationary period expires.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Copley, seconded by Council Member Carrigan and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2023 – 043**

Emergency Management Director Copley and the Clerk have been working with the County to submit a preliminary damage assessment to FEMA after the flooding that took place in April. More updated will be given once they become available.

The Juneteenth Holiday effective date was changed during the legislative session which will make it effective this year. It has been added to the Employee Policy Manual has a holiday going forward.

Some employees have asked about getting Aflac insurance. Council thought it was a great idea and gave approval for the employees to look into it.

Council accepted the Annual Cogeneration Report from STAR Energy Services.

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	\$300
Southwest Initiative	Summer Enrichment Grant	\$1,000
Brownton Lions	Summer Recreation	\$4,500

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 Matheny and with all members present voting in favor thereof, said resolution was duly passed and adopted.

2023 – 044

Building permits were handed out.

Minutes to be presented for approval 7/11/2023

Lori Cacka, City Clerk

200	04/04/2023	DELTA DENTAL PLAN OF MINNESOTA	april billing	\$	121.70
201	04/04/2023	HEALTH PARTNERS	may billing	\$	4,334.10
202	04/04/2023	RS FIBER COOP	march billing	\$	595.69
203	04/04/2023	TRI COUNTY WATER	march billing	\$	35.36
204	04/18/2023	AT & T MOBILE	PHONE BILL	\$	134.07
205	04/18/2023	VOID	Void Check	\$	-
206	04/18/2023	CHASE CARD SERVICES	march billing	\$	3,422.57
207	04/18/2023	FURTHER	april billing	\$	18.00
208	04/18/2023	MN DEPT OF REVENUE SALES	march	\$	3,619.00
45491	04/04/2023	MARK CACKA	monthly	\$	257.65
45492	04/04/2023	BARBARA MATHWIG	monthly	\$	255.62
45493	04/04/2023	MARK STREICH	monthly	\$	731.19
45494	04/04/2023	LORI CACKA	Bi-weekly 4/3/2023	\$	1,373.78
45495	04/04/2023	CHAD DRAEGER	Bi-weekly 4/3/2023	\$	1,557.37
45496	04/04/2023	SPENCER GLAESER	Bi-weekly 4/3/2023	\$	1,353.78
45497	04/04/2023	DIANA KLABUNDE	Bi-weekly 4/3/2023	\$	722.46
45498	04/04/2023	KARL KOFORD	Bi-weekly 4/3/2023	\$	1,889.43
45499	04/04/2023	KURT KOZEL	Bi-weekly 4/3/2023	\$	209.11
45500	04/04/2023	LARRY WARZECHA	Bi-weekly 4/3/2023	\$	1,314.28
45501	04/04/2023	ACE HARDWARE HUTCHINSON	pressure gauge	\$	25.98
45502	04/04/2023	BOUND TREE MEDICAL, LLC	supplies	\$	152.23
45503	04/04/2023	CARS ON PATROL SHOP LLC	back rack/lights pickup	\$	2,269.91
45504	04/04/2023	CHAD DRAEGER	phone stipend	\$	60.00
45505	04/04/2023	DIANA KLABUNDE	conference fees	\$	523.91
45506	04/04/2023	GAVIN JANSSEN STABENOW & MOLDA	gen/prosecutions	\$	638.00
45507	04/04/2023	KRIS ENGINEERING, INC	payloader parts	\$	483.94
45508	04/04/2023	MCLEOD PUBLISHING INC.	march billing	\$	25.50
45509	04/04/2023	MENARDS HUTCHINSON	supplies	\$	216.36
45510	04/04/2023	METRO SALES, INC.	march billing	\$	55.85

45511	04/04/2023	MN DEPT OF HEALTH	water oper license renew	\$	23.00
45512	04/04/2023	MN DEPT OF HEALTH	qtrly water connect fee	\$	784.00
45513	04/04/2023	NORTH CENTRAL INT'L INC	starter for bucket truck	\$	575.00
45514	04/04/2023	RICH POHLMEIER	phone stipend	\$	40.00
45515	04/04/2023	RICKERT EXCAVATING, INC.	haul snow	\$	1,373.33
45516	04/04/2023	RUNNING'S SUPPLY, INC.	supplies	\$	43.96
45517	04/04/2023	SECURITY BANK & TRUST CO	march power billing	\$	38,320.38
45518	04/04/2023	SPENCER GLAESER	phone stipend	\$	20.00
45519	04/04/2023	THEIN WELL	annual inspection	\$	315.00
45520	04/04/2023	UTILITY CONSULTANTS, INC.	samples 2/23 3/2,9,16	\$	950.40
45521	04/04/2023	WINTHROP GAME PROTECTIVE LEAGU	membership for 2023	\$	35.00
45522	04/04/2023	XTREME PEST SOLUTIONS	wwtp,bfd,comm cnt	\$	125.00
45523	04/10/2023	VOID	void ck for ins purposes	\$	-
45524	04/18/2023	LORI CACKA	Bi-weekly 4/18/2023	\$	1,373.78
45525	04/18/2023	CHAD DRAEGER	Bi-weekly 4/18/2023	\$	1,557.37
45526	04/18/2023	SPENCER GLAESER	Bi-weekly 4/18/2023	\$	1,276.70
45527	04/18/2023	BRYAN HASBARGEN	Bi-weekly 4/18/2023	\$	445.23
45528	04/18/2023	DIANA KLABUNDE	Bi-weekly 4/18/2023	\$	647.95
45529	04/18/2023	KARL KOFORD	Bi-weekly 4/18/2023	\$	1,950.51
45530	04/18/2023	KURT KOZEL	Bi-weekly 4/18/2023	\$	558.44
45531	04/18/2023	LARRY WARZECHA	Bi-weekly 4/18/2023	\$	1,268.70
45532	04/18/2023	BROWNTON COMMUNITY GARDEN	ground work	\$	250.00
45533	04/18/2023	VOID	Void Check	\$	-
45534	04/18/2023	CITY OF BROWNTON	march billing	\$	8,334.43
45535	04/18/2023	CORE & MAIN LP	glasses	\$	53.01
45536	04/18/2023	DRAVEN OBERG	utility dep	\$	82.82
45537	04/18/2023	GLENCOE COOP ASS'N	march billing	\$	1,407.56
45538	04/18/2023	HAWKINS, INC	aqua hawk/zetag/cyl rent	\$	2,389.57
45539	04/18/2023	HUTCHINSON UTIL.COMMISSION	march billing	\$	18,334.31
45540	04/18/2023	MCLEOD COOPERATIVE POWER ASS'N	march billing	\$	46.40
45541	04/18/2023	MINNESOTA PUMP WORKS	retention tank pumps	\$	1,084.00
45542	04/18/2023	MN UI FUND	1st qtr 2023	\$	41.15
45543	04/18/2023	MUNICIPAL EMERGENCY SERVICES	foam	\$	315.00
45544	04/18/2023	SADIE ROTZIEN	WASHER REBATE	\$	25.00
45545	04/18/2023	ST MN OFFICE PIPELINE SAFETY	10/1-12/31	\$	16.37
45546	04/18/2023	TYLER TECHNOLOGIES, INC	6/23-5/24 MAINT	\$	741.53
45547	04/18/2023	UNITED FARMERS COOPERATION	march billing	\$	3,225.60
45548	04/18/2023	USA BLUEBOOK	supplies	\$	337.06
45549	04/18/2023	WEST CENTRAL SANITATION	march billing	\$	3,852.82
45550	04/18/2023	XCEL ENERGY	march billing	\$	57.93
800306	04/04/2023	IRSEFT	Remittance Check	\$	274.38
800307	04/04/2023	STATE INCOME TAX	Remittance Check	\$	36.46
800308	04/04/2023	PERA	Remittance Check	\$	126.00
800309	04/04/2023	IRSEFT	Remittance Check	\$	2,564.81
800310	04/04/2023	STATE INCOME TAX	Remittance Check	\$	636.08

800311	04/04/2023	PERA	Remittance Check	\$ 2,138.30
800312	04/04/2023	HSA EFT	Remittance Check	\$ 465.00
800313	04/18/2023	IRSEFT	Remittance Check	\$ 2,742.80
800314	04/18/2023	STATE INCOME TAX	Remittance Check	\$ 672.81
800315	04/18/2023	PERA	Remittance Check	\$ 2,221.12
800316	04/18/2023	HSA EFT	Remittance Check	\$ 565.00
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				\$ 131,117.91