

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

Staff Present: Lori Cacka, Chad Draeger, Larry Warzecha

Visitors: John Rodeberg, Phil Mangis,

Mayor Pohlmeier called the meeting to order.

Anna Draeger came and talked about Brownton Area Baseball and Softball and the tournament they will be co-hosting with Noah's Ark Preschool on June 3rd and 4th for 10U and 12U. They are hoping for 8 teams for each age division. Council gave their approval.

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 2/7/2023. Approve March Treasurers Report. Approve payment of the claims and payroll including check numbers 45288-45353, 172-180, 800272-800285 in the amount of \$434,645.74. Approve new bills written/to be written. **2023 – 017**

John Rodeberg from Short Elliott Hendrickson Inc. talked about the resolution that is needed for the submission of the Recreational Improvement Grant that's due 3/31/2023.

WHEREAS, The City of Brownton seeks \$1,375,000 to complete Recreational Improvements at and near the Brownton Area City Center complex, which would include: Splash Pad and adjacent Shelter Pavilion, tennis/pickleball court reconstruction, playground replacement/upgrade, safe trail/sidewalk connections to downtown and local destinations, and other related work.

NOW, THEREFORE, BE IT RESOLVED, That the City of Brownton supports the above referenced project and authorizes the submittal of a proposal for funding of this project on behalf of the City of Brownton to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) in response to the 2023 Environmental and Natural Resources Trust Fund (ENRTF) Request for Proposal; and

BE IT FURTHER RESOLVED, That, if funding is awarded, the City of Brownton agrees to accept the award and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Brownton will comply with all applicable laws, environmental requirements, and regulations and any additional conditions stated in the grant agreement and the approved LCCMR work plan; and

BE IT FURTHER RESOLVED, That the City of Brownton understands that grants from the ENRTF are generally paid out on a reimbursement basis. The City of Brownton has the financial capability to pay for project expenses prior to seeking reimbursement; and

BE IT FURTHER RESOLVED, That the City Clerk/Treasurer is hereby authorized to execute such agreements and work plans as necessary and Short Elliott Hendrickson, Inc. is authorized to implement the project on behalf of the City of Brownton.

BE IT FURTHER RESOLVED, That the City of Brownton has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, and maintenance of the project once completed; and

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 duly passed and adopted. **2023 – 018**

Public Works submitted their report. They are dealing with lots of snow and are running out of room, so other places were discussed. There were some suggestions but nothing that would help for this year anymore.

Officer Warzecha submitted their report. Snowbirds will still be enforced since snow is in the forecast. Kurt Kozel is ready to start field training with us.

Community Center floor quotes that was tabled from last month, was discussed again. The Clerk and Councilmember Copler received additional quotes and a moisture testing quote. Quotes came from Hennen Floor Covering, Concrete & Coatings LLC, and Mandelkow Flooring. It was decided to send a donation request to the Brownton Lions to help with the cost when we finalize our plans. The Clerk was asked to find on someone to look at the possibility of asbestos there. This was tabled again until next month.

The Juneteenth Holiday has officially been added to the list of holidays in the Employee Policy Handbook and will become effective 8/1/2023.

The City Clerk talked about applying unused bond money left in the 2009A bond to pay off the 2015A bond which is set to be paid off in 2025. The 2009A bond was paid off in 2020.

BE IT RESOLVED by the City Council to apply the unused bond dollars left in the 2009A bond to pay off the remainder of the 2015A bond in the amount of \$32,274.23 with the remaining \$5,641.84 to be allocated to the 2018 bond fund. **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 duly passed and adopted.

2023 – 019

While the Auditor was here in February, it was discussed that the water, sewer and storm sewer funds were never meant to fully fund the bond payment each year. We levy dollars for that payment too. Going forward we will move money from the 311 fund into each of the utility funds to help make those payments. We didn't transfer during the 2021 audit so we will double the amount in the 2022 audit.

BE IT RESOLVED by the City Council to approve the transfer of funds from the 311 fund to the utility funds to cover the bond payment for the 2018 project each year.

BE IT FURTHER RESOLVED that the amount to be transferred in the 2022 audit will cover 2021 and 2022 amounts. Fund 601 is \$8,000, fund 602 is \$74,000 and fund 603 is \$54,000 for a combined total of \$136,000.

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

2023 – 020

Liquor and gambling licenses for the BFD Relief Association and the Brownton Bruins were submitted.

BE IT RESOLVED by the City Council of Brownton, to approve the liquor license/gambling licenses for the Brownton Fire Department Relief Association to be held on July 28 & 29, 2023 in conjunction with Brownton Days.

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

2023 – 021

BE IT RESOLVED by the City Council of Brownton, to approve the 1-day liquor license for the Brownton Bruins to be held on March 24, 2023 in conjunction with the Brownton Lions Fish Fry.

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.

2023 – 022

The Safety Committee has been working on updating the safety manual policy. The updated sections are Hazard Communication, Lock Out/Tag Out, Confined Space and Bloodborne Pathogens.

BE IT RESOLVED by the City Council of Brownton, to approve the Hazard Communications, Lock Out/Tag Out, Confined Space and Bloodborne Pathogens Program updates in the Safety Manual Policy as suggested by the Safety Committee.

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 declared duly passed and adopted. **2023 – 023**

BE IT RESOLVED by the City Council of Brownton, to approve the new dental insurance quote for the period of May 1, 2023 – April 30, 2024 with the 20% increase as proposed by Delta Dental,

BE IT FURTHER RESOLVED to also have the Clerk look into locking in a rate with Delta Dental for multiple years, **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 declared duly passed and adopted. **2023 – 024**

BE IT RESOLVED by the City Council of Brownton, to approve the new health insurance quote for the period of June 1, 2023 – May 30, 2024 with the 8.2% increase as proposed by Health Partners,

BE IT FURTHER RESOLVED to also have the Clerk look into locking in a rate with Health Partners for multiple years, **THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Copler, seconded by Council Member Messner and with all members present voting in favor thereof, said resolution was declared duly passed and adopted. **2023 – 025**

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>
D Wendlandt	BFD	\$100.00
American Family	BFD	\$720.00
D Duehn	BFD	\$500.00

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 Matheny, seconded by Council Member Carrigan and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2023 – 026**

Building permits were handed out.

Minutes to be presented for approval 4/4/2023

Lori Cacka, City Clerk

172	01/10/2023	DELTA DENTAL PLAN OF MINNESOTA	jan billing	\$ 107.70
173	01/10/2023	FURTHER	ER donation	\$ 500.00
174	01/10/2023	HEALTH PARTNERS	feb billing	\$ 4,941.21
175	01/10/2023	MN DEPT OF REVENUE SALES	dec billing	\$ 3,639.00
176	01/10/2023	RS FIBER COOP	billing	\$ 510.10
177	01/10/2023	TRI COUNTY WATER	dec billing	\$ 31.86
178	01/24/2023	AT & T MOBILE	pd phones	\$ 133.89
179	01/24/2023	CHASE CARD SERVICES	dec billing	\$ 1,894.74
180	01/24/2023	FURTHER	part fee	\$ 18.00
45288	01/10/2023	LORI CACKA	Bi-weekly 1/10/23	\$ 1,373.78
45289	01/10/2023	CHAD DRAEGER	Bi-weekly 1/10/23	\$ 1,939.39
45290	01/10/2023	SPENCER GLAESER	Bi-weekly 1/10/23	\$ 1,446.33
45291	01/10/2023	JAMES HANSCH	Bi-weekly 1/10/23	\$ 120.28
45292	01/10/2023	BRYAN HASBARGEN	Bi-weekly 1/10/23	\$ 235.34
45293	01/10/2023	DIANA KLABUNDE	Bi-weekly 1/10/23	\$ 722.46
45294	01/10/2023	KARL KOFORD	Bi-weekly 1/10/23	\$ 2,085.01
45295	01/10/2023	ISAIAH STREICH	Bi-weekly 1/10/23	\$ 780.47
45296	01/10/2023	LARRY WARZECHA	Bi-weekly 1/10/23	\$ 441.03
45297	01/10/2023	MARK CACKA	monthly/bfd retirees	\$ 135.76
45298	01/10/2023	CHAD DUEHN	monthly/bfd retirees	\$ 461.75
45299	01/10/2023	ROBERT LINDEMAN	monthly/bfd retirees	\$ 461.75
45300	01/10/2023	BARBARA MATHWIG	monthly/bfd retirees	\$ 186.06
45301	01/10/2023	JEFF RIBAR	monthly/bfd retirees	\$ 461.75
45302	01/10/2023	MARK STREICH	monthly/bfd retirees	\$ 1,127.86
45303	01/10/2023	ALEX AIR APPARATUS, INC.	compressor service	\$ 790.79
45304	01/10/2023	CHAD DRAEGER	phone stipend	\$ 60.00
45305	01/10/2023	GALLS	supplies	\$ 80.74
45306	01/10/2023	GLENCOE COOP ASS'N	dec billing	\$ 2,494.42
45307	01/10/2023	GOPHER STATE ONE-CALL	7 tickets	\$ 9.45
45308	01/10/2023	HUTCHINSON UTIL.COMMISSION	dec biling	\$ 33,129.41
45309	01/10/2023	ITL PATCH COMPANY, INC	police patches	\$ 284.00
45310	01/10/2023	KARL KOFORD	dec chiefs meeting	\$ 14.00
45311	01/10/2023	MCLEOD COUNTY FIRE CHIEF ASS'N	35 active 911	\$ 460.25
45312	01/10/2023	MENARDS HUTCHINSON	supplies	\$ 95.53
45313	01/10/2023	METRO SALES, INC.	dec billing	\$ 20.09
45314	01/10/2023	MID-AMERICAN RESEARCH CHEMICAL	supplies	\$ 1,017.69
45315	01/10/2023	RICH POHLMEIER	phone stipend	\$ 40.00
45316	01/10/2023	RIVER BEND BUSINESS PRODUCTS	perf bill paper	\$ 125.99
45317	01/10/2023	RON MONSON	rebate	\$ 25.00
45318	01/10/2023	RUNNING'S SUPPLY, INC.	supplies	\$ 56.02
45319	01/10/2023	SAM'S TIRE SERVICE	new tires	\$ 766.24
45320	01/10/2023	SECURITY BANK & TRUST CO	dec billing	\$ 42,790.73
45321	01/10/2023	SPENCER GLAESER	phone stipend	\$ 20.00
45322	01/10/2023	US BANK	Bond pmts 2018C/2018B	\$ 65,422.25
45323	01/10/2023	US BANK	RS FIBER BOND-2020B	\$ 43,882.27

45324	01/10/2023	UTILITY CONSULTANTS, INC.	samples 12/1,8,15	\$	728.08
45325	01/10/2023	VOLUNTEER FIREFIGHTERS BENEFIT	2023	\$	240.00
45326	01/10/2023	WEST CENTRAL SANITATION	dec billing	\$	3,850.83
45327	01/10/2023	XCEL ENERGY-	2022 DG usage	\$	2,131.29
45328	01/24/2023	LORI CACKA	Bi-weekly 1/24/23	\$	1,373.78
45329	01/24/2023	CHAD DRAEGER	Bi-weekly 1/24/23	\$	1,557.37
45330	01/24/2023	SPENCER GLAESER	Bi-weekly 1/24/23	\$	1,519.39
45331	01/24/2023	DIANA KLABUNDE	Bi-weekly 1/24/23	\$	722.46
45332	01/24/2023	KARL KOFORD	Bi-weekly 1/24/23	\$	2,401.70
45333	01/24/2023	ISAIAH STREICH	Bi-weekly 1/24/23	\$	255.56
45334	01/24/2023	LARRY WARZECHA	Bi-weekly 1/24/23	\$	1,342.36
45335	01/24/2023	VOID	Void Check	\$	-
45336	01/24/2023	CITY OF BROWNTON	dec billing	\$	10,570.18
45337	01/24/2023	CITY OF HUTCHINSON	2023 annual permit	\$	100.00
45338	01/24/2023	CITY OF SHAKOPEE	'23 drug force member due	\$	2,100.00
45339	01/24/2023	ERIC'S AUTO	misc repairs	\$	131.75
45340	01/24/2023	GOPHER STATE ONE-CALL	annual fee	\$	50.00
45341	01/24/2023	HAWKINS, INC	zetag/cylinder rent	\$	884.49
45342	01/24/2023	HUESER FAMILY FARMS	hoses	\$	170.00
45343	01/24/2023	INTERSTATE POWER SYSTEMS	generator	\$	1,286.08
45344	01/24/2023	JOHNSON CONTROLS	system monitoring	\$	477.22
45345	01/24/2023	MCLEOD COOPERATIVE POWER ASS'N	gas regulation station	\$	46.54
45346	01/24/2023	MCLEOD PUBLISHING INC.	dec billing	\$	25.50
45347	01/24/2023	MN MUNICIPAL UTILITIES ASS'N	2023 member dues	\$	990.00
45348	01/24/2023	MN PUBLIC FACILITIES AUTHORITY	bond pymnt	\$	1,700.00
45349	01/24/2023	MN UI FUND	4th qtr 2022	\$	17.86
45350	01/24/2023	SEAN LUEPKE	utility refund	\$	114.68
45351	01/24/2023	SECURITY BANK & TRUST	bond payments	\$	166,612.85
45352	01/24/2023	SHORT ELLIOT HENDRICKSON, INC	dec billing	\$	3,604.92
45353	01/24/2023	XCEL ENERGY	dec billing	\$	59.14
800272	01/10/2023	IRSEFT	Remittance Check	\$	2,809.47
800273	01/10/2023	STATE INCOME TAX	Remittance Check	\$	679.61
800274	01/10/2023	PERA	Remittance Check	\$	2,227.87
800275	01/10/2023	HSA EFT	Remittance Check	\$	799.08
800276	01/10/2023	IRSEFT	Remittance Check	\$	556.21
800277	01/10/2023	STATE INCOME TAX	Remittance Check	\$	61.47
800278	01/10/2023	PERA	Remittance Check	\$	196.00
800279	01/23/2023	IRSEFT	Remittance Check	\$	2,767.58
800280	01/23/2023	STATE INCOME TAX	Remittance Check	\$	704.57
800281	01/23/2023	PERA	Remittance Check	\$	2,379.46
800282	01/23/2023	HSA EFT	Remittance Check	\$	465.00
800283	02/06/2023	IRSEFT	Remittance Check	\$	337.53
800284	02/06/2023	STATE INCOME TAX	Remittance Check	\$	61.47
800285	02/06/2023	PERA	Remittance Check	\$	196.00
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