

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

**Staff Present:** Lori Cacka, Karl Koford

**Visitors:** Jesse Mathwig

Mayor Pohlmeier called the meeting to order.

In light of Barb Mathwig's recent retirement, Mayor Pohlmeier presented her son, Jesse Mathwig, with a retirement plaque in recognition of her many years of dedicated service. Thank you Barb.

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 9/5/2023. Approve October Treasurers Report. Approve payment of the claims and payroll including check numbers 45803-45866, 236-245, 800357-800369 in the amount of \$167,180.57. Approve new bills written/to be written. **2023 – 065**

Public Works was unable to attend the meeting but he submitted his report. Sealcoating and fog sealing were completed last month. It looks really good. Mueller will come in October to do patching. Maguire Iron completed the yearly clean out at the water tower. We are still having electric issues at the plant.

Chief Koford submitted their report. Barb Mathwig submitted her resignation. 2021 squad is still waiting for parts. Met with an individual to temporarily take over the Record Management Coordinator position with a starting salary at \$24. Council will look into getting a job description and setting up grade/step scale when this position goes fulltime. Schauer & Sons came to give a bid to remodel the PD.

**BE IT RESOLVED** by the City Council of Brownton, to accept with regret and immense gratitude, the resignation of Barb Mathwig as Records Management Coordinator at the Brownton Police Department.

**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 – 066**

**BE IT RESOLVED** by the City Council of Brownton, to approve the temporary hiring of Breanna Tasche as the new Record Management Coordinator for the Brownton Police Department, with a starting wage of \$24.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Copler, seconded by Council Member Pohlmeier and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2023 – 067**

The Ordinance #4A Amendment of, *all garbage cans must be removed from city streets/boulevard within 24 hours after garbage pickup each week*, in Sec. 2., which was discussed last month, was presented with the suggested changes.

**BE IT RESOLVED** by the City Council of Brownton, to approve the Ordinance #4A Amendment which adds "all garbage cans must be removed from city streets/boulevards within 24 hours of garbage pickup every week" to sec. 2

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Messner, seconded by Council Member Matheny and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2023 – 068**

The Ordinance #66A Amendment with corrections to Section 2.02 C2, C3E and the addition of C5 which were also discussed last month were looked at again.

**BE IT RESOLVED** by the City Council of Brownton, to approve the ordinance #66A amendment which states that all wood fencing material must be finished, corner lot obstructions about the height of 30" within 25' feet of the street intersecting right-of-way and all zoning permits must be completed within 3 months were added to section 2.02 C2, C3E and C5.

**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 – 069**

All ordinances in their entirety can be obtained at the Brownton City Office during regular business hours.

With the 2021 squad car in the shop and high miles on the 2013 squad, the Chief is requesting we buy the City of Fairfax's used 2017 squad car they are getting rid of. They quoted a price of \$7,000.

**BE IT RESOLVED** by the City Council of Brownton, to approve the purchase of the used 2017 Ford Explorer squad car from the City of Fairfax at a cost of \$7,000.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Carrigan, seconded by Council Member Cople and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2023 – 070**

Brownton Bar & Grill liquor licenses and tobacco license were approved

**BE IT RESOLVED** by the City Council to approve the requested tobacco license and on-sale, off-dale and Sunday liquor licenses to the Brownton Bar & Grill for calendar year 2024.

**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 – 071**

The bar is wondering if they could close down the street in front of the building for the fundraiser for a local family, during the day on Saturday October 28 after 1pm. Once the crowd has gone down, they would open the street back up. They are also looking to borrow/rent tables for the silent auction. It was suggested to contact the fire department. If there is inclement weather they would also like to use the community center as a back-up for the auction. Council approved all requests.

**BE IT RESOLVED** by the Brownton City Council to waive the provisions in Section 2 of Ordinance # 49, "An Ordinance Prohibiting the Consumption of Intoxicating Liquor and Non-Intoxicating Liquor within the City of Brownton" on Saturday October 28, 2023.

**BE IT FURTHER RESOLVED** that this waiver pertains to the following locations: Fourth Avenue North between Division Street and Second Street North to accommodate the fundraiser for a local family.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Pohlmeier, seconded by Council Member Cople and with all present voting in favor thereof, motion carried. **2023 – 072**

Brownton Baseball Association liquor license was approved.

**BE IT RESOLVED** by the Brownton City Council to approve the requested On-Sale to the Brownton Baseball Association for calendar year 2024.

**THE FOREGOING RESOLUTION** was introduced and moved for adoption by Council Member Messner, seconded by Council Member Matheny and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2023 – 073**

Brownton American Legion liquor license was approved.

**BE IT RESOLVED** by the Brownton City Council to approve the requested liquor license for the Edward Ewald American Legion Post #143 for Friday, November 17, 2023 at the Community Center.

**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 declared duly passed and adopted. **2023 – 074**

The Dollar General tobacco license was approved.

**BE IT RESOLVED** by the Brownton City Council, to approve the tobacco license for DG Retail, LLC for calendar 2024. **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 – 075**

**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> |
|----------------------|------------------|---------------|
| Robert Kunkel        | Fire Department  | \$50          |
| Dave Brelje          | Fire Department  | \$50          |
| Public               | First Responders | \$100         |

**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 Carrigan, seconded by Council Member Matheny and with all members present voting in favor thereof, said resolution was duly passed and adopted. **2023 – 076**

Building/zoning permits were handed out. Trunk or Treat is scheduled for 10/31/2023 in front of the Community Center on Tuesday, October 31, from 5:30 p.m. to 7 p.m.

Minutes to be presented for approval 11/7/2023

\_\_\_\_\_  
Lori Cacka, City Clerk

| <u>Check#</u> | <u>Date:</u> | <u>Paid To:</u>                | <u>Purpose:</u> | <u>Amount</u> |
|---------------|--------------|--------------------------------|-----------------|---------------|
| 236           | 08/08/2023   | AT & T MOBILE                  | july billing    | \$ 124.94     |
| 237           | 08/08/2023   | DELTA DENTAL PLAN OF MINNESOTA | aug billing     | \$ 151.52     |
| 238           | 08/08/2023   | MN DEPT OF REVENUE SALES       | july billing    | \$ 3,627.00   |
| 239           | 08/08/2023   | RS FIBER COOP                  | july billing    | \$ 595.16     |
| 240           | 08/08/2023   | TRI COUNTY WATER               | july billing    | \$ 25.36      |
| 241           | 08/22/2023   | VOID                           | Void Check      | \$ -          |
| 242           | 08/22/2023   | CHASE CARD SERVICES            | july billing    | \$ 1,043.55   |
| 243           | 08/22/2023   | FURTHER                        | part fee        | \$ 18.00      |

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|-------|------------|--------------------------------|-------------------------|--------------|
| 244   | 08/22/2023 | MEDICA                         | august billing          | \$ 3,798.07  |
| 245   | 08/22/2023 | RELIANCE STANDARD LIFE INS CO  | 9/1-11/30 billing       | \$ 80.70     |
| 45803 | 08/07/2023 | DUANE BECKER                   | Monthly                 | \$ 403.71    |
| 45804 | 08/07/2023 | LUVERNE BECKER                 | Monthly                 | \$ 369.10    |
| 45805 | 08/07/2023 | MARK CACKA                     | Monthly                 | \$ 105.28    |
| 45806 | 08/07/2023 | BARBARA MATHWIG                | Monthly                 | \$ 168.67    |
| 45807 | 08/07/2023 | MARK STREICH                   | Monthly                 | \$ 731.19    |
| 45808 | 08/08/2023 | LORI CACKA                     | Bi-weekly 8/8/2023      | \$ 1,334.89  |
| 45809 | 08/08/2023 | CHAD DRAEGER                   | Bi-weekly 8/8/2023      | \$ 1,532.53  |
| 45810 | 08/08/2023 | SPENCER GLAESER                | Bi-weekly 8/8/2023      | \$ 1,287.69  |
| 45811 | 08/08/2023 | BRYAN HASBARGEN                | Bi-weekly 8/8/2023      | \$ 360.56    |
| 45812 | 08/08/2023 | DIANA KLABUNDE                 | Bi-weekly 8/8/2023      | \$ 359.41    |
| 45813 | 08/08/2023 | KARL KOFORD                    | Bi-weekly 8/8/2023      | \$ 2,187.12  |
| 45814 | 08/08/2023 | KURT KOZEL                     | Bi-weekly 8/8/2023      | \$ 209.11    |
| 45815 | 08/08/2023 | BRAXTON STREICH                | Bi-weekly 8/8/2023      | \$ 793.30    |
| 45816 | 08/08/2023 | LARRY WARZECHA                 | Bi-weekly 8/8/2023      | \$ 1,679.44  |
| 45817 | 08/08/2023 | ACE HARDWARE HUTCHINSON        | supplies                | \$ 69.39     |
| 45818 | 08/08/2023 | APPLIED CONCEPTS, INC          | radar repair            | \$ 469.50    |
| 45819 | 08/08/2023 | CHAD DRAEGER                   | phone stipend           | \$ 60.00     |
| 45820 | 08/08/2023 | CLARKE MOSQUITO MGMT, INC.     | 3rd pymt                | \$ 1,341.04  |
| 45821 | 08/08/2023 | CURTIS CARRIGAN                | mmpa mileage            | \$ 78.60     |
| 45822 | 08/08/2023 | DESIGN ELECTRIC INC            | repairs                 | \$ 490.00    |
| 45823 | 08/08/2023 | GAVIN JANSSEN STABENOW & MOLDA | prosecutions            | \$ 87.00     |
| 45824 | 08/08/2023 | GLENCOE COOP ASS'N             | july billing            | \$ 2,412.03  |
| 45825 | 08/08/2023 | GOPHER STATE ONE-CALL          | 16 locates              | \$ 21.60     |
| 45826 | 08/08/2023 | HUTCHINSON UTIL.COMMISSION     | july billing            | \$ 2,801.62  |
| 45827 | 08/08/2023 | INTERSTATE POWER SYSTEMS       | maint                   | \$ 868.00    |
| 45828 | 08/08/2023 | JONATHAN YUHAS                 | bfd training            | \$ 600.00    |
| 45829 | 08/08/2023 | MC TREE SERVICES               | hydrant sand blasting   | \$ 2,437.50  |
| 45830 | 08/08/2023 | MCLEOD COUNTY AUDITOR-TREAS    | 396 parcel-assess agrmt | \$ 2,970.00  |
| 45831 | 08/08/2023 | MCLEOD PUBLISHING INC.         | july billing            | \$ 25.50     |
| 45832 | 08/08/2023 | MENARDS HUTCHINSON             | misc supplies           | \$ 499.30    |
| 45833 | 08/08/2023 | METRO SALES, INC.              | july billing            | \$ 11.94     |
| 45834 | 08/08/2023 | MINI BIFF INC.                 | july billing            | \$ 334.83    |
| 45835 | 08/08/2023 | MN FIRE SERVICE CERT BOARD     | 2 recerts MG/CM         | \$ 52.50     |
| 45836 | 08/08/2023 | MN PUBLIC FACILITIES AUTHORITY | loan pymt               | \$ 42,700.00 |
| 45837 | 08/08/2023 | PETTY CASH FUND                | misc bills              | \$ 69.24     |
| 45838 | 08/08/2023 | RICH POHLMEIER                 | phone stipend           | \$ 40.00     |
| 45839 | 08/08/2023 | SECURITY BANK & TRUST CO       | july billing            | \$ 52,452.75 |
| 45840 | 08/08/2023 | SPENCER GLAESER                | phone stipend           | \$ 20.00     |
| 45841 | 08/08/2023 | UTILITY CONSULTANTS, INC.      | samples 6/22,29 7/7,13  | \$ 1,025.24  |
| 45842 | 08/08/2023 | WEST CENTRAL SANITATION        | july billing            | \$ 3,845.85  |
| 45843 | 08/22/2023 | LORI CACKA                     | Bi-weekly 8/22/2023     | \$ 1,334.90  |
| 45844 | 08/22/2023 | CHAD DRAEGER                   | Bi-weekly 8/22/2023     | \$ 1,532.53  |
| 45845 | 08/22/2023 | SPENCER GLAESER                | Bi-weekly 8/22/2023     | \$ 1,221.63  |

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|--------|------------|--------------------------------|-------------------------|---------------|
| 45846  | 08/22/2023 | DIANA KLABUNDE                 | Bi-weekly 8/22/2023     | \$ 661.08     |
| 45847  | 08/22/2023 | KARL KOFORD                    | Bi-weekly 8/22/2023     | \$ 1,905.82   |
| 45848  | 08/22/2023 | BRAXTON STREICH                | Bi-weekly 8/22/2023     | \$ 576.43     |
| 45849  | 08/22/2023 | LARRY WARZECHA                 | Bi-weekly 8/22/2023     | \$ 1,599.44   |
| 45850  | 08/22/2023 | BORDER STATES ELECTRIC SUPPLY  | fuse links              | \$ 98.61      |
| 45851  | 08/22/2023 | VOID                           | Void Check              | \$ -          |
| 45852  | 08/22/2023 | CITY OF BROWNTON               | july billing            | \$ 3,719.46   |
| 45853  | 08/22/2023 | CREEKSIDE SOILS                | black dirt              | \$ 197.50     |
| 45854  | 08/22/2023 | DESIGN ELECTRIC INC            | sensors                 | \$ 301.20     |
| 45855  | 08/22/2023 | ERIC'S AUTO                    | misc repairs            | \$ 98.46      |
| 45856  | 08/22/2023 | HAWKINS, INC                   | cylinder rent           | \$ 40.00      |
| 45857  | 08/22/2023 | JUNY LINSUNE                   | util dep refund         | \$ 213.04     |
| 45858  | 08/22/2023 | KRANZ LAWN & POWER             | chains                  | \$ 120.98     |
| 45859  | 08/22/2023 | MCLEOD COOPERATIVE POWER ASS'N | monthly billing         | \$ 41.40      |
| 45860  | 08/22/2023 | MN RURAL WATER ASS'N           | 23-24 membership        | \$ 400.00     |
| 45861  | 08/22/2023 | PIONEERLAND LIBRARY SYSTEM     | 3rd qtr billing         | \$ 2,038.00   |
| 45862  | 08/22/2023 | ST MN OFFICE PIPELINE SAFETY   | 2nd qtr billing         | \$ 26.68      |
| 45863  | 08/22/2023 | TACTICAL SOLUTIONS             | radar certs             | \$ 76.00      |
| 45864  | 08/22/2023 | UNITED FARMERS COOPERATION     | 7/1-8/1 trans           | \$ 111.60     |
| 45865  | 08/22/2023 | VOS CONSTRUCTION               | mem roof ins/repair-bfd | \$ 125.00     |
| 45866  | 08/22/2023 | XCEL ENERGY                    | monthly billing         | \$ 56.13      |
| 800357 | 08/07/2023 | IRSEFT                         | Remittance Check        | \$ 362.76     |
| 800358 | 08/07/2023 | STATE INCOME TAX               | Remittance Check        | \$ 36.46      |
| 800359 | 08/07/2023 | PERA                           | Remittance Check        | \$ 126.00     |
| 800360 | 08/08/2023 | IRSEFT                         | Remittance Check        | \$ 2,529.07   |
| 800361 | 08/08/2023 | STATE INCOME TAX               | Remittance Check        | \$ 695.15     |
| 800362 | 08/08/2023 | PERA                           | Remittance Check        | \$ 2,770.62   |
| 800363 | 08/08/2023 | AFLAC                          | Remittance Check        | \$ 162.51     |
| 800364 | 08/08/2023 | HSA EFT                        | Remittance Check        | \$ 965.00     |
| 800365 | 08/22/2023 | IRSEFT                         | Remittance Check        | \$ 2,355.63   |
| 800366 | 08/22/2023 | STATE INCOME TAX               | Remittance Check        | \$ 650.17     |
| 800367 | 08/22/2023 | HSA EFT                        | Remittance Check        | \$ 565.00     |
| 800368 | 08/22/2023 | PERA                           | Remittance Check        | \$ 2,534.07   |
| 800369 | 08/22/2023 | AFLAC                          | Remittance Check        | \$ 162.51     |
|        |            |                                |                         | <hr/>         |
|        |            |                                |                         | \$ 167,180.57 |