

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 8/8/2023. Approve September Treasurers Report. Approve payment of the claims and payroll including check numbers 45741-45802, 227-235, 800348-800356 in the amount of \$171,387.99. Approve new bills written/to be written. **2023 – 058**

John Rodeberg from SEH talked about the replacement & modifications proposal for well #2. Chad, Lori, John Rodeberg and Simon McCormack from SEH met via zoom and decided on what needed to be repaired. Chad brought up redundant piping and valves and asked if some could be removed. Jesse brought up the engineering cost. It was decided to have it state hourly not to exceed \$29,800. Total bid is \$74,485.81 + \$29,800.00=\$103,385.81.

BE IT RESOLVED by the City Council of Brownton, to approve Short Elliot Hendrickson's proposal for Well #2 Replacement & Modification with the total Engineering Fee be changed to hourly not to exceed \$29,800 for a total bid of \$103,385.81.

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. **2023 – 059**

Public Works submitted their report. Sealcoating this week. They swept streets after the storm last month. He did an inventory on all street/stop/misc signs that need to be replaced yet and the Clerk is working on getting a quote.

Chief Koford submitted their report. Lots of activity this past month. Graphics on the radar trailer are complete. Met with Hutch PD to see some old equipment they are getting rid of. He might need a trailer to haul some evidence lockers. He is looking for some ideas of contractors to complete the work on revamping the current police station. Council talked about the 2013 squad that was totaled and how to proceed with the insurance claim and it was decided to keep it. On call time was discussed for pt officers and it was decided it will no longer be required for pt to take call time.

BE IT RESOLVED by the City Council of Brownton, to approve the removal of the call time for part time police officers. **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 – 060**

The insurance claims from the hail storm we had on August 11th were discussed.

We will be keeping the 2013 squad car.

The building and structures were talked about next. They went through the list and figured out how to proceed with each.

#22-City Offices/Library-have eng come out to inspect. If roof needs to be replaced they would also like to have the coping/flashing done.

#14-Tin storage shed-replace tin roof

- #20-Concession Stand-replace roof 2024/2025 as well as anything else that needs to be done (window wrap on the north side)
- #15-Grandstand-replace shingles-unless Bruins decide to have metal put on (they know they would have to pay the extra)
- #16-Baseball Park-tile in 2025, dugouts-reroof 2024/2025
- #27-Restroom Bldg-replace shingles
- #6-Comm Cntr-replace roof
- #7-Pumphouse-have eng come out to inspect. Replace tin on generator roof. Replace window screens that are broken.
- #4-Fire Hall/Office-replace roof
- #3-Police-replace window wraps
- #5-Lions Shelter-replace roof
- #26-Bandshell-shingle-and wood on around it
- #25-nothing
- #1-Sewer Treatment Plant-Maint Garage-replace roof on maint garage
- Control Building-replace roof

The Clerk submitted the Preliminary Levy. A workshop to work on the budget was scheduled for Wednesday September 20th, 2023. A public meeting to discuss the final tax levy will be held at 7p.m. on Tuesday, December 5th, 2023, after which the final levy for 2024 will be approved.

BE IT RESOLVED by the City Council of Brownton, to approve the Preliminary Levy Certification of \$519,324 and that the following sums of money be levied collectible in 2024 upon taxable property in the City of Brownton for the following purposes:

101 General Fund	\$ 322,354
Facility Development Bond 2019A	\$ 62,658
GO Improvement Bond 2018B	\$ 83,294
RS Fiber GO Bond	\$ 51,018
Total Levy	\$ 519,324

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 Pohlmeier, seconded by Council Member Copler and with all voting in favor thereof, said resolution was declared duly passed and adopted.

2023 – 061

Fencing regulations-ordinance 66A amendment for corrections to Section 2.02 C2, C3E and the addition of C5 and ordinance #4A addition of, all garbage cans must be removed from city streets/boulevard within 24 hours after garbage pickup each week, in Sec. 2.

There were a few wording changes so the Clerk will resubmit at the October meeting.

Employee Benefit Policy was updated with the addition of AFLAC being available to employees, 30 min response time all officers and no more on call time for part time officers. They also added a section for Nursing Mothers.

BE IT RESOLVED by the City Council of Brownton, to approve the Employee Benefit Policy as updated with the changes presented by the Clerk.

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 – 062

The Personnel Policy was also updated to include cannabis and THC products.

BE IT RESOLVED by the City Council of Brownton, to approve the changes to the Personnel Policy to restrict the use or being under the influence of cannabis and THC use during business hours

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.

2023 – 063

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>
Ray Skolberg	Fire Department	\$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 Pohlmeier, seconded by Council Member Matheny and with all members present voting in favor thereof, said resolution was duly passed and adopted.

2023 – 064

Building/zoning permits were handed out. Next meeting will be Wednesday October 4, 2024

Minutes to be presented for approval 10/4/2023

Lori Cacka, City Clerk

227	07/11/2023	DELTA DENTAL PLAN OF MINNESOTA	july billing	\$	151.52
228	07/11/2023	RS FIBER COOP	monthly billing	\$	595.81
229	07/11/2023	TRI COUNTY WATER	june billing	\$	31.86
230	07/25/2023	AT & T MOBILE	june billing	\$	124.98
231	07/25/2023	VOID	Void Check	\$	-
232	07/25/2023	CHASE CARD SERVICES	june billing	\$	1,384.50
233	07/25/2023	FURTHER	part fee	\$	18.00
234	07/25/2023	MEDICA	july billing	\$	3,798.07
235	07/25/2023	RELIANCE STANDARD LIFE INS CO	dup withdrawl /June	\$	80.70
45741	07/11/2023	LORI CACKA	Bi-weekly-7/10/2023	\$	1,352.89
45742	07/11/2023	CHAD DRAEGER	Bi-weekly-7/10/2023	\$	1,557.38
45743	07/11/2023	SPENCER GLAESER	Bi-weekly-7/10/2023	\$	1,221.63
45744	07/11/2023	DIANA KLABUNDE	Bi-weekly-7/10/2023	\$	677.15

45745	07/11/2023	KARL KOFORD	Bi-weekly-7/10/2023	\$ 2,302.14
45746	07/11/2023	KURT KOZEL	Bi-weekly-7/10/2023	\$ 210.84
45747	07/11/2023	BRAXTON STREICH	Bi-weekly-7/10/2023	\$ 656.33
45748	07/11/2023	LARRY WARZECHA	Bi-weekly-7/10/2023	\$ 1,611.11
45749	07/11/2023	CHAD DRAEGER	phone stipend	\$ 60.00
45750	07/11/2023	VOID	Void Check	\$ -
45751	07/11/2023	CITY OF BROWNTON	june billing/moren final	\$ 3,123.68
45752	07/11/2023	CLARKE MOSQUITO MGMT, INC.	2nd billing	\$ 1,341.04
45753	07/11/2023	CUSTOMIZED FIRE RESCUE TRNG	hands on training	\$ 1,200.00
45754	07/11/2023	D. ERVASTI SALES CO, LLC	field supplies	\$ 1,121.30
45755	07/11/2023	DESIGN ELECTRIC INC	Trans issue/metesocke	\$ 1,677.67
45756	07/11/2023	GINETTE SCHWARZE	dish washer rebate	\$ 25.00
45757	07/11/2023	GLENCOE COOP ASS'N	june billing	\$ 1,802.86
45758	07/11/2023	GLENCOE FLEET SUPPLY	supplies	\$ 198.59
45759	07/11/2023	GOPHER STATE ONE-CALL	6 locates	\$ 8.10
45760	07/11/2023	HUTCHINSON UTIL.COMMISSION	june billing	\$ 2,829.04
45761	07/11/2023	MCLEOD PUBLISHING INC.	june billing	\$ 25.50
45762	07/11/2023	MENARDS HUTCHINSON	misc supplies	\$ 206.52
45763	07/11/2023	METRO SALES, INC.	june billing	\$ 12.56
45764	07/11/2023	MINI BIFF INC.	june billing	\$ 195.84
45765	07/11/2023	POHLMIEIER DESIGNS	ford door decals	\$ 270.00
45766	07/11/2023	RICH POHLMIEIER	phone stipend	\$ 40.00
45767	07/11/2023	RIVER BEND BUSINESS PRODUCTS	printer cart	\$ 117.68
45768	07/11/2023	SANDRA R MOREN	util bill refund	\$ 228.53
45769	07/11/2023	SECURITY BANK & TRUST CO	june billing	\$ 50,481.05
45770	07/11/2023	SHORT ELLIOT HENDRICKSON, INC	gen eng	\$ 1,059.70
45771	07/11/2023	SPENCER GLAESER	phone stipend	\$ 20.00
45772	07/11/2023	US BANK	2018B/2018C	\$ 18,746.75
45773	07/11/2023	US BANK	RS Fiber	\$ 6,903.14
45774	07/11/2023	UTILITY CONSULTANTS, INC.	samples 6/2,8,15	\$ 913.44
45775	07/11/2023	WOLFCOM ENTERPRISES	4 service maintenances	\$ 720.00
45776	07/11/2023	XCEL ENERGY	june billing	\$ 52.16
45777	07/11/2023	XTREME PEST SOLUTIONS	bi-monthly	\$ 125.00
45778	07/24/2023	CADE HERRMANN	Summer Recreation	\$ 1,523.77
45779	07/24/2023	ALEXIS KUBE	Summer Recreation	\$ 515.31
45780	07/24/2023	MARY LEMKE	Summer Recreation	\$ 1,523.77
45781	07/24/2023	AVA WALLER	Summer Recreation	\$ 465.44
45782	07/24/2023	KADEN WENDLANDT	Summer Recreation	\$ 473.75
45783	07/24/2023	DAVID WENDLANDT	Summer Recreation	\$ 761.89
45784	07/25/2023	LORI CACKA	Bi-weekly 7/25/2023	\$ 1,352.89
45785	07/25/2023	CHAD DRAEGER	Bi-weekly 7/25/2023	\$ 1,557.37
45786	07/25/2023	SPENCER GLAESER	Bi-weekly 7/25/2023	\$ 1,276.70
45787	07/25/2023	BRYAN HASBARGEN	Bi-weekly 7/25/2023	\$ 234.64
45788	07/25/2023	DIANA KLABUNDE	Bi-weekly 7/25/2023	\$ 375.91
45789	07/25/2023	KARL KOFORD	Bi-weekly 7/25/2023	\$ 1,982.81

45790	07/25/2023	BRAXTON STREICH	Bi-weekly 7/25/2023	\$ 827.55
45791	07/25/2023	LARRY WARZECHA	Bi-weekly 7/25/2023	\$ 1,614.56
45792	07/25/2023	HAWKINS, INC	june billing	\$ 1,584.08
45793	07/25/2023	HOMETOWN SPORTS	SR shirts	\$ 208.00
45794	07/25/2023	MARY LEMKE	SR supplies	\$ 148.44
45795	07/25/2023	MCLEOD COOPERATIVE POWER ASS'N	june billing	\$ 41.10
45796	07/25/2023	MN DEPT OF REVENUE SALES	june billing	\$ 3,510.00
45797	07/25/2023	RICH POHLMIEIER	conference fees	\$ 609.18
45798	07/25/2023	SECURITY BANK & TRUST	2019A refund bond	\$ 20,834.45
45799	07/25/2023	SYMBOL ARTS	badge-LW	\$ 138.94
45800	07/25/2023	TYLER TECHNOLOGIES, INC	GL training	\$ 2,683.57
45801	07/25/2023	UNITED FARMERS COOPERATION	trans 6/1-7/1	\$ 119.70
45802	07/25/2023	WEST CENTRAL SANITATION	june billing	\$ 3,841.48
800348	07/11/2023	IRSEFT	Remittance Check	\$ 2,498.41
800349	07/11/2023	STATE INCOME TAX	Remittance Check	\$ 693.87
800350	07/11/2023	PERA	Remittance Check	\$ 2,673.08
800351	07/11/2023	HSA EFT	Remittance Check	\$ 565.00
800352	07/24/2023	IRSEFT	Remittance Check	\$ 872.14
800353	07/25/2023	IRSEFT	Remittance Check	\$ 2,391.14
800354	07/25/2023	STATE INCOME TAX	Remittance Check	\$ 651.53
800355	07/25/2023	PERA	Remittance Check	\$ 2,592.46
800356	07/25/2023	HSA EFT	Remittance Check	\$ 965.00
				<hr/>
				\$ 171,387.99