

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

Staff Present: Lori Cacka, Karl Koford

Visitors: Bruce Archie John Turner

Mayor Pohlmeier called the meeting to order.

John Turner brought up issues he has been asking for the last couple of months. There was returned certified mail that he didn't pick up and the Clerk gave him that envelop with had all the information he has been asking for. He also claimed he didn't get the emails that were sent on December 6.

Motion by Council Member Carrigan, seconded by Mayor Pohlmeier and carried to approve the consent agenda as follows: Approve minutes of the regular meeting on 12/5/2023 and the special meeting on 12/28/2023. Approve January Treasurers Report. Approve payment of the claims and payroll including check numbers 45993-46073, 265-271, 800398-800417 in the amount of \$174,515.11. Approve new bills written/to be written. **2024 – 001**

Public Works submitted their report. Tree trimming is complete in the cemetery and they are almost done around town. We haven't heard anything on our street signs yet. There is some electrical they want to do this year. We need to review our options for electrical service. They is going to start getting quotes for seal coating and crack filling.

Chief Koford submitted their report. They have been staying busy. There are some repairs on both of the squad cars. The Chief will be covering a bunch of the open shifts in January. There is some new equipment and more ammunition that they would like to purchase. We will look at the budgets for the new equipment and see what we have. Jacob Hanson will be starting some part time work for us toward the end of January. The Chief presented the JPA for the Southwest Metro Drug Task Force for approval.

RESOLUTION AUTHORIZING ENTERING INTO A RENEWAL OF THE SOUTHWEST METRO DRUG TASK FORCE JOINT POWERS AGREEMENT FOR 2024-2028

WHEREAS, the purpose of the Southwest Metro Drug Task Force (SWMDTF) is to provide a comprehensive and multi-jurisdictional effort to reduce felony level drug trafficking; and

WHEREAS, the Task Force shall be primarily funded through federal and state grants administered by the Minnesota Department of Public Safety; and

WHEREAS, the City will support the Commander's and Agent's discretionary powers of arrest in their jurisdiction, pursuant to Minnesota States § 471.59, subdivision 12; and

WHEREAS, the City will appoint a representative and an alternate representative to receive communication from the SWMDTF. These representatives may attend Governing Board of Directors meetings; and

WHEREAS, the City will pay annual dues of two thousand one hundred dollars (\$2,100).

NOW THEREFORE BE IT RESOLVED by the Brownton City Council in and for the City of Brownton, Minnesota, that it is authorizing entering into a renewal of the Southwest Metro Drug Task Force Joint Powers Agreement for 2024 through 2028.

BE IT FURTHER RESOLVED, that the City Clerk is hereby authorized to execute the agreement on behalf of the City of Brownton, subject to approval by the City Attorney's Office as to form.

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. **2024 – 002**

RESOLUTION OF 2024 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 2024:

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 Copler and Deputy Clerk Diana Klabunde.

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

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

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.

BLIGHT/WEED INSPECTOR: The Brownton City Council hereby appoints the Brownton Police Department.

BUILDING INSPECTOR: The Brownton City Council hereby appoints Darin Haslip of 101 Development Resources, Inc.

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

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

2024 – 003

RESOLUTION OF 2024 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 2024:

- Civic Center:** Jesse Messner
- Community Center:** Jesse Messner
- Electrical & Street Lights:** Curtis Carrigan
- Emergency Management Director:** Lori Copler
- 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 Copler

THE FOREGOING RESOLUTION was introduced and moved for adoption by Mayor Pohlmeier, seconded by Council Member Messner and with all present voting in favor thereof, said resolution was declared duly passed and adopted.
2024 – 004

At the February meeting we will need to add a member to the Planning and Zoning Commission as Kyle Wigern has moved out of town.

The 2024 fee schedule was looked at. The changes include the addition of the rental ordinance fees and administrative fee.

BE IT RESOLVED by the City Council of Brownton, to accept the proposed changes made to the 2024 Fee Schedule which includes the addition of the rental ordinance fees and the administrative fee.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Messner, seconded by Council Member Copley and with all present voting in favor thereof, said resolution was declared duly passed and adopted.
2024 – 005

BE IT RESOLVED by the City Council of Brownton, to accept the 2024 Brownton City Council Meeting dates.

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.
2024 – 006

Mayor Pohlmeier discussed the regional wastewater facility that is in the planning stages in Winthrop. They are asking area towns to join with them. There are many questions that don't have answers right now but we should keep on top of this to see where it goes.

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>
Grace ELCA	BFD	\$100
Brownton Lions	Community Center	\$10,000

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 Mayor Pohlmeier, seconded by Council Member Matheny and with all members present voting in favor thereof, said resolution was duly passed and adopted.
2024 – 007

Council Member Copley talked about the EDA meeting that she, Council Member Matheny and the Clerk went to with Miles Seppelt and Liz Danialson on how to move forward with EDA work in our community.

Council Member Messner talked about adding on to the big shed at the Civic Center. They are going to look for other options as well.

Building permits were handed out. Bfd banquet is 1/20/2024 starting at 6 p.m. with a meal at 7 p.m. The annual audit is scheduled for February 7th – 9th. March 7th is the City Day on the Hill in St Paul that the Mayor and Clerk will be attending.

Meeting was adjourned.

Minutes to be presented for approval 2/6/2024

Lori Cacka, City Clerk

265	11/07/2023	AT & T MOBILE	oct billing	\$ 125.14
266	11/07/2023	RS FIBER COOP	oct billing	\$ 599.37
267	11/07/2023	TRI COUNTY WATER	oct billing	\$ 38.36
268	11/21/2023	CHASE CARD SERVICES	oct billing	\$ 1,139.12
269	11/21/2023	FURTHER	oct billing	\$ 18.00
270	11/21/2023	MEDICA	nov billing	\$ 3,798.07
271	11/21/2023	MN DEPT OF REVENUE SALES	oct	\$ 3,575.00
45993	11/01/2023	DUANE BECKER	Monthly-Oct	\$ 369.10
45994	11/01/2023	LUVERNE BECKER	Monthly-Oct	\$ 288.36
45995	11/01/2023	MARK CACKA	Monthly-Oct	\$ 149.61
45996	11/01/2023	MARK STREICH	Monthly-Oct	\$ 731.19
45997	11/01/2023	BURNS SECURITY	2nd payment	\$ 1,973.43
45998	11/07/2023	ACE HARDWARE HUTCHINSON	super	\$ 36.93
45999	11/07/2023	ADVANCED GRAPHIX INC	2017 squad graphics	\$ 115.00
46000	11/07/2023	BORDER STATES ELECTRIC SUPPLY	fuse links	\$ 252.89
46001	11/07/2023	CARS ON PATROL SHOP LLC	misc jobs	\$ 1,120.00
46002	11/07/2023	CENTRAL MN FIREFIGHTER'S ASS'N	2023 dues	\$ 100.00
46003	11/07/2023	CHAD DRAEGER	phone stipend	\$ 60.00
46004	11/07/2023	DAVE'S FULL SERVICE	2017 squad-oil change	\$ 72.95
46005	11/07/2023	DELTA DENTAL PLAN OF MINN	nov billing	\$ 151.52
46006	11/07/2023	DIANA KLABUNDE	mileage	\$ 58.83
46007	11/07/2023	DISPLAY SALES	christmas decoration	\$ 4,050.00
46008	11/07/2023	GAVIN JANSSEN STABENOW MOLDA	aug/sept billing	\$ 1,225.25
46009	11/07/2023	GLENCOE COOP ASS'N	oct billing	\$ 2,007.86
46010	11/07/2023	GLENCOE FLEET SUPPLY	winterize park	\$ 32.60
46011	11/07/2023	GOPHER STATE ONE-CALL	4 locates	\$ 5.40
46012	11/07/2023	HAWKINS, INC	chems	\$ 5,323.23
46013	11/07/2023	HERALD JOURNAL PUBLISHING	oct billing	\$ 25.50
46014	11/07/2023	HUTCHINSON UTIL.COMMISSION	oct billing	\$ 11,143.78
46015	11/07/2023	KURT KOZEL	missed mileage	\$ 8.16
46016	11/07/2023	LEAGUE OF MN CITIES	2017 squad add-on	\$ 848.00
46017	11/07/2023	LORI CACKA	mileage	\$ 248.46
46018	11/07/2023	MCLEOD COUNTY AUDITOR-TREAS	2023 maint fees	\$ 1,188.00

46019	11/07/2023	MCLEOD COUNTY SHERIFF'S OFFICE	squad printer	\$	175.00
46020	11/07/2023	MENARDS HUTCHINSON	batting cage	\$	21.90
46021	11/07/2023	METRO SALES, INC.	oct billing	\$	30.49
46022	11/07/2023	MIDWEST MACHINERY CO	mower blades	\$	94.47
46023	11/07/2023	MINI BIFF INC.	park	\$	97.92
46024	11/07/2023	MN STATE FD ASSOCIATION	2024 membership	\$	175.00
46025	11/07/2023	MOTOROLA SOLUTIONS, INC.	clip	\$	18.00
46026	11/07/2023	MUNICIPAL EMERGENCY SERVICES	foam	\$	420.00
46027	11/07/2023	PIONEERLAND LIBRARY SYSTEM	4th qtr billing	\$	2,038.00
46028	11/07/2023	RICH POHLMEIER	phone stipend	\$	40.00
46029	11/07/2023	SCHIROO ELECTRICAL REBUILDING	rebuild	\$	266.95
46030	11/07/2023	SECURITY BANK & TRUST CO	oct billing	\$	34,694.37
46031	11/07/2023	SHORT ELLIOT HENDRICKSON, INC	gen eng/well replmt	\$	1,630.96
46032	11/07/2023	SPENCER GLAESER	phone stipend	\$	20.00
46033	11/07/2023	ST LOUIS MRO, INC	2023 drug testing	\$	50.00
46034	11/07/2023	ST MN OFFICE PIPELINE SAFETY	3rd qtr	\$	33.17
46035	11/07/2023	ST PAUL STAMP WORKS INC	24 dog/24-25 cat tags	\$	203.33
46036	11/07/2023	UNITED FARMERS COOPERATION	9/1-10/1 trans	\$	265.89
46037	11/07/2023	UTILITY CONSULTANTS, INC.	9/14,21,28 10/5,12,19	\$	2,902.03
46038	11/14/2023	LORI CACKA	Bi-weekly 11/14/23	\$	1,334.89
46039	11/14/2023	CHAD DRAEGER	Bi-weekly 11/14/23	\$	1,889.08
46040	11/14/2023	SPENCER GLAESER	Bi-weekly 11/14/23	\$	1,221.64
46041	11/14/2023	JAMES HANSCH	Bi-weekly 11/14/23	\$	101.29
46042	11/14/2023	BRYAN HASBARGEN	Bi-weekly 11/14/23	\$	89.07
46043	11/14/2023	DIANA KLABUNDE	Bi-weekly 11/14/23	\$	661.08
46044	11/14/2023	KARL KOFORD	Bi-weekly 11/14/23	\$	2,223.62
46045	11/14/2023	LARRY WARZECHA	Bi-weekly 11/14/23	\$	1,595.56
46046	11/21/2023	ALPHA WIRELESS COMMUNICATION	program/optimization	\$	300.00
46047	11/21/2023	CALLI TAYLOR	utility dep refund	\$	230.45
46049	11/21/2023	CITY OF BROWNTON	4avs-210-1-9	\$	4,453.29
46050	11/21/2023	CUSTOMIZED FIRE RESCUE TRNG	boat rescue	\$	500.00
46051	11/21/2023	DESIGN ELECTRIC INC	misc repairs	\$	740.61
46052	11/21/2023	HAWKINS, INC	cyl rent	\$	1,486.56
46053	11/21/2023	L & P SUPPLY COMPANY	nuts and screws	\$	11.87
46054	11/21/2023	LENSERV NATIONAL TITLE INC	refund over pymt	\$	142.82
46055	11/21/2023	MAGUIRE IRON, INC.	annual inspection	\$	1,888.88
46056	11/21/2023	MCLEOD COOP POWER ASS'N	oct billing	\$	41.57
46057	11/21/2023	MCLEOD COUNTY FIRE CHIEF ASS'N	active911	\$	460.25
46058	11/21/2023	MIDWEST MACHINERY CO	flags	\$	51.00
46059	11/21/2023	MN DEPT OF HEALTH	4th qtr billing	\$	784.00
46060	11/21/2023	SAM'S TIRE SERVICE	new tire on payloader	\$	1,178.50
46061	11/21/2023	SCHMIDT ROOFING	1/2 down comm cntr	\$	39,824.00
46062	11/21/2023	SHORT ELLIOT HENDRICKSON, INC	well 2 replacement	\$	1,393.25
46063	11/21/2023	THOMAS EMS	carry case	\$	371.60
46064	11/21/2023	UTILITY LOGIC	4-way gas	\$	253.35

46065	11/21/2023	WEST CENTRAL SANITATION	oct billing	\$ 3,853.63
46066	11/21/2023	XCEL ENERGY	oct billing	\$ 58.06
46067	11/28/2023	LORI CACKA	Bi-weekly-11/28/23	\$ 1,334.90
46068	11/28/2023	CHAD DRAEGER	Bi-weekly-11/28/23	\$ 1,676.85
46069	11/28/2023	SPENCER GLAESER	Bi-weekly-11/28/23	\$ 1,258.35
46070	11/28/2023	DIANA KLABUNDE	Bi-weekly-11/28/23	\$ 664.48
46071	11/28/2023	KARL KOFORD	Bi-weekly-11/28/23	\$ 1,818.81
46072	11/28/2023	KURT KOZEL	Bi-weekly-11/28/23	\$ 490.25
46073	11/28/2023	LARRY WARZECHA	Bi-weekly-11/28/23	\$ 2,018.39
800398	11/01/2023	IRSEFT	Remittance Check	\$ 296.42
800399	11/01/2023	STATE INCOME TAX	Remittance Check	\$ 16.46
800400	11/01/2023	PERA	Remittance Check	\$ 126.00
800401	11/14/2023	IRSEFT	Remittance Check	\$ 2,570.64
800402	11/14/2023	STATE INCOME TAX	Remittance Check	\$ 718.57
800403	11/14/2023	HSA EFT	Remittance Check	\$ 565.00
800404	11/14/2023	PERA	Remittance Check	\$ 2,765.86
800405	11/14/2023	AFLAC	Remittance Check	\$ 162.51
800413	11/28/2023	IRSEFT	Remittance Check	\$ 2,632.71
800414	11/28/2023	STATE INCOME TAX	Remittance Check	\$ 732.67
800415	11/28/2023	HSA EFT	Remittance Check	\$ 565.00
800416	11/28/2023	PERA	Remittance Check	\$ 2,742.22
800417	11/28/2023	AFLAC	Remittance Check	\$ 162.51
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