

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

Council Absent: Jesse Messner

Staff Present: Lori Cacka, Larry Warzecha, Chad Draeger

Visitors: Jackie Pohlmeier

Mayor Pohlmeier called the meeting to order.

Jackie Pohlmeier asked if community events flyers could be put in the city bills. We will continue to look into this. She also asked about having a welcome packet for new residents. She had a sample packet to show council. Everyone thought this was a good idea. Jackie will work with the Deputy Clerk on getting one created.

BE IT RESOLVED by the City Council of Brownton, to approve the design of a welcome packet for all new residents. **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. **2024 – 056**

Chad Draeger was honored for his 25 years of service with the city. Thank you Chad for all you have done and the continued support.

The Clerk requested to add agenda item #C-Staff under #2-Reports and to have this be a permanent addition

Motion by Council Member Carrigan, seconded by Council Member Copler and carried to approve the consent agenda as follows: Approve minutes of the regular meeting on 6/4/2024. Approve July Treasurers Report. Approve payment of the claims and payroll including check numbers 46451-46512, 316-324, 800480-800492 in the amount of \$200,304.54. Approve new bills written/to be written. **2024 – 057**

Public Works submitted their report. Water was a huge issue this past month. They are finally seeing levels back down. The electric project approved last month is almost complete. They should be done this week. Hjerpe's came to fix another water leak at the baseball field. This time they replaced the entire line to the curb stop. The mulch in the city park needs to be filled in. He got a quote for 100 yards. Sentence to Serve will be here on Saturday to spread them around.

BE IT RESOLVED by the City Council of Brownton, to approve the purchase of mulch for the city park at a price of \$3,000 from Neubarth Lawn Care. **THE FOREGOING RESOLUTION** was introduced and moved for adoption by Mayor Pohlmeier, seconded by Council Member Carrigan and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2024 – 058**

Officer Warzecha submitted their report. Things went pretty well last month. The speed trailer is out and radars in squads are recertified. They are working on the Brownton Days schedule.

Council Members Copler and Matheny and the clerk have been attending monthly meetings with the McLeod County United group. The last couple of meetings we have touched on draft licensing standards 245K and 245J. These standards would drastically impact licensed child care providers and not in a good way. With the help of the County EDA director, she drafted a letter we can send to our legislators asking them to postpone action until the 2026 legislative session to allow stakeholders more time to provide feedback. Funding of the yard waste site will end after this year. We have also had a verbal resignation from one of site monitors for next year. The clerk handed out rental inspection updates to council. There are a few that haven't responded. The deadline was June 1st. The clerk asked if

Wednesday, July 17, at 5 p.m. would work for the workshop to go over call time with the police. Justin Black from SEH called and said his group feels we should have the survey ready for Brownton Days next week. They are planning on having the survey to us on Thursday for a trial run. He is asking that council and staff complete the online survey and give feedback. Things can still be updated after that initial review. They plan on getting some table tents, yard signs, sidewalk displays and some signs ready for Brownton Days next weekend. He will be at our August meeting with more details and layouts. Do we have interest in doing a housing study? The McLeod group thought it may be a good idea to do the comp plan and study simultaneously. They asked the clerk to get a couple of quotes.

BE IT RESOLVED by the City Council of Brownton, to approve sending a drafted letter to our legislators in regards to the child care regulation and modernization project.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Copley, seconded by Council Member Matheny and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2024 – 059**

The 2024 Legislative Session updated data access policies and we now need to review them by August 1st every year. Ours haven't been reviewed since 2017. The clerk presented updates to the Public Data Access Policy, Data Practices Policy for Data Subjects and Data Inventory. They will need to be submitted to the state after they are approved.

BE IT RESOLVED by the City Council of Brownton, to approve the Public Data Access Policy, Data Practices Policy for Data Subjects and Data Inventory as presented.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Council Member Matheny, seconded by Mayor Pohlmeier and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2024 – 060**

We need to appoint the election judges for the upcoming Primary and General Elections. Please thank the ladies if you see them.

WHEREAS, a Primary Election will be held August 13, 2024 and a General Election will be held November 5, 2024; and WHEREAS, MN Statute 204B.21, subd.2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Brownton has one voting precinct; and

WHEREAS, the following City of Brownton and McLeod County residents have agreed to serve as election judges and agree to meet the qualifications established by the State of Minnesota; and

NOW THEREFORE, BE IT RESOLVED, that the City of Brownton hereby appoints the following persons to serve as election judges for the Primary and General Elections of 2024: Jeanie VonBerge, Jan Kreie, Carolyn Bipes, Jan Messner, Ginette Schwarze, Roxanne Wendlandt, Becky Havelka; Head Election Judges: Lori Cacka, Diana Klabunde. NOW THEREFORE, BE IT ALSO RESOLVED THE City Council Judge Pay remain at \$10.50 per hour and Head Judge Pay at \$11.50 per hour if a non-city employee.

THE FOREGOING RESOLUTION was introduced and moved for adoption by Mayor Pohlmeier, seconded by Council Member Carrigan and with all present voting in favor thereof, said resolution was declared duly passed and adopted. **2024 – 061**

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 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 with others, as allowed by law.

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

2024 – 062

Blue Dirt Road band that came out to perform did a great job and was thoroughly enjoyed by over 30 people. The Mayor commended their performance.

Building permits were handed out. The clerk will be starting the budget in August, please come with any ideas. Filing for mayor and 2 council positions open up at 8 a.m. on Tuesday, July 30 and close at 5 p.m. on Tuesday, August 13. It costs \$2 to file.

Meeting was adjourned.

Minutes to be presented for approval 8/6/2024

Lori Cacka, City Clerk

316	05/02/2024	AT & T MOBILE	monthly billing	\$	125.10
317	05/02/2024	DELTA DENTAL PLAN OF MINNESOTA	may billing	\$	151.52
318	05/02/2024	TRI COUNTY WATER	april billing	\$	32.61
319	05/21/2024	CHASE CARD SERVICES	april billing	\$	2,029.56
320	05/21/2024	FURTHER	april billing	\$	18.00
321	05/21/2024	MEDICA	june billing	\$	-
322	05/21/2024	MN DEPT OF REVENUE SALES	april billing	\$	3,672.00
323	05/21/2024	RS FIBER COOP	april billing	\$	598.10
324	05/30/2024	MEDICA	may billing	\$	3,798.07
46451	05/02/2024	MARK CACKA	monthly	\$	139.82
46452	05/02/2024	MARK STREICH	monthly	\$	731.19
46453	05/02/2024	ALPHA WIRELESS COMMUNICATIONS	city radios	\$	3,959.00
46454	05/02/2024	BROWNTON COMMUNITY GARDEN	working ground	\$	500.00
46455	05/02/2024	CHAD DRAEGER	phone stipent	\$	60.00
46456	05/02/2024	DESIGN ELECTRIC INC	2023 issues at plant	\$	2,847.50
46457	05/02/2024	DRAIN PROS INC	descale 417 6th ave s	\$	315.00
46458	05/02/2024	ERIC'S AUTO	2021 dodge oil/tire rotate	\$	111.67
46459	05/02/2024	GALLS	uniforms	\$	162.71
46460	05/02/2024	GLENCOE COOP ASS'N	april billing	\$	1,525.89
46461	05/02/2024	GOPHER STATE ONE-CALL	12 locates	\$	16.20
46462	05/02/2024	HAWKINS, INC	aqua hawk/cylinders	\$	1,594.08
46463	05/02/2024	HUTCHINSON UTIL.COMMISSION	annual upgrades	\$	1,345.84
46464	05/02/2024	MENARDS HUTCHINSON	supplies	\$	415.07
46465	05/02/2024	MIDWEST MACHINERY CO	lawn mower supplies	\$	118.15

46466	05/02/2024	NEUBARTH LANDSSCAPING	trees,stumps,chipper rent	\$ 4,040.00
46467	05/02/2024	NORTH CENTRAL INT'L INC	clamps	\$ 33.95
46468	05/02/2024	REVIER WELDING LLC	helmet rack	\$ 3,200.00
46469	05/02/2024	RICH POHLMEIER	phone stipend	\$ 40.00
46470	05/02/2024	RUNNING'S SUPPLY, INC.	spraying supplies	\$ 37.47
46471	05/02/2024	SPENCER GLAESER	phone stipend	\$ 20.00
46472	05/02/2024	SYMBOL ARTS	badge	\$ 145.00
46473	05/02/2024	TITAN MACHINERY - SHAKOPEE	parts	\$ 181.99
46474	05/02/2024	U.S. POSTAL SERVICE	annual rent	\$ 100.00
46475	05/02/2024	UNITED FARMERS COOPERATION	trans 3/1-4/1	\$ 2,431.80
46476	05/02/2024	SCHMIDT ROOFING	1/2 #1,#4,#5,#7,#14,#1	\$ 61,565.98
46477	05/14/2024	LORI CACKA	Bi-weekly 5/14/2024	\$ 1,343.36
46478	05/14/2024	CHAD DRAEGER	Bi-weekly 5/14/2024	\$ 1,592.81
46479	05/14/2024	SPENCER GLAESER	Bi-weekly 5/14/2024	\$ 1,275.63
46480	05/14/2024	JACOB HANSON	Bi-weekly 5/14/2024	\$ 198.69
46481	05/14/2024	DIANA KLABUNDE	Bi-weekly 5/14/2024	\$ 711.09
46482	05/14/2024	KARL KOFORD	Bi-weekly 5/14/2024	\$ 2,086.46
46483	05/14/2024	BRAXTON STREICH	Bi-weekly 5/14/2024	\$ 282.15
46484	05/14/2024	LARRY WARZECHA	Bi-weekly 5/14/2024	\$ 1,725.13
46485	05/21/2024	AUTO VALUE GLENCOE	supplies	\$ 219.56
46486	05/21/2024	VOID	Void Check	\$ -
46487	05/21/2024	CITY OF BROWNTON	monthly billing	\$ 5,160.11
46488	05/21/2024	GALLS	uniforms	\$ 162.71
46489	05/21/2024	GAVIN JANSSEN STABENOW & MOLDA	feb billing	\$ 609.00
46490	05/21/2024	GREATER MN COMMUNICATIONS	april billing	\$ 25.50
46491	05/21/2024	MCLEOD COOPERATIVE POWER ASS'N	gas reg station	\$ 47.50
46492	05/21/2024	MP ASPHALT MAINTENANCE	crack sealing	\$ 8,750.00
46493	05/21/2024	MUNICIPAL EMERGENCY SERVICES	foam	\$ 1,320.00
46494	05/21/2024	NORTH CENTRAL INT'L INC	bucket truck dot	\$ 733.07
46495	05/21/2024	VOID	Void Check	\$ -
46496	05/21/2024	OBERLOH & OBERLOH, LTD	2023 audit	\$ 11,650.00
46497	05/21/2024	PETTY CASH FUND	misc	\$ 60.69
46498	05/21/2024	PRECISION CONCRETE CUTTING	concrete cutting	\$ 4,905.00
46499	05/21/2024	ROSE TRUCKING INC.	sludge hauling	\$ 2,250.00
46500	05/21/2024	SADIE ROTZIEN	fan rebate	\$ 25.00
46501	05/21/2024	SECURITY BANK & TRUST CO	april billing	\$ 29,698.62
46502	05/21/2024	SHORT ELLIOT HENDRICKSON, INC	well #2 project	\$ 717.40
46503	05/21/2024	UTILITY CONSULTANTS, INC.	smp 3/14,21,28 4/4,11,18	\$ 1,961.67
46504	05/21/2024	WEST CENTRAL SANITATION	april billing	\$ 3,823.80
46505	05/21/2024	XCEL ENERGY	april billing	\$ 64.92
46506	05/28/2024	LORI CACKA	Bi-weekly 5/28/2024	\$ 1,343.36
46507	05/28/2024	CHAD DRAEGER	Bi-weekly 5/28/2024	\$ 1,592.81
46508	05/28/2024	SPENCER GLAESER	Bi-weekly 5/28/2024	\$ 1,275.63
46509	05/28/2024	DIANA KLABUNDE	Bi-weekly 5/28/2024	\$ 711.10
46510	05/28/2024	KARL KOFORD	Bi-weekly 5/28/2024	\$ 2,104.22

46511	05/28/2024	BRAXTON STREICH	Bi-weekly 5/28/2024	\$ 282.15
46512	05/28/2024	LARRY WARZECHA	Bi-weekly 5/28/2024	\$ 1,719.01
800480	05/02/2024	IRSEFT	Remittance Check	\$ 185.88
800481	05/02/2024	STATE INCOME TAX	Remittance Check	\$ 16.46
800482	05/02/2024	PERA	Remittance Check	\$ 126.00
800483	05/14/2024	IRSEFT	Remittance Check	\$ 2,561.91
800484	05/14/2024	STATE INCOME TAX	Remittance Check	\$ 699.94
800485	05/14/2024	HSA EFT	Remittance Check	\$ 585.00
800486	05/14/2024	PERA	Remittance Check	\$ 2,763.58
800487	05/14/2024	AFLAC	Remittance Check	\$ 162.51
800488	05/28/2024	IRSEFT	Remittance Check	\$ 2,527.70
800489	05/28/2024	STATE INCOME TAX	Remittance Check	\$ 700.90
800490	05/28/2024	HSA EFT	Remittance Check	\$ 585.00
800491	05/28/2024	PERA	Remittance Check	\$ 2,735.73
800492	05/28/2024	AFLAC	Remittance Check	\$ 162.51
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