

Browns Valley Regular City Council Meeting Minutes  
September 22, 2014

Pledge of Allegiance	The Pledge of Allegiance was recited by those in attendance.
Call to Order	The regular council meeting of the City of Browns Valley, MN was held at the Public Library. Council members present were Brenda Bartz, Richard Johnson, Jeanne Dusing, Ken Warren, and Tony Miller. Also in attendance were; Tiffany Torgerson, Randy Crandall, Tony Serocki, Bernice Piechowski and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Bartz.
Minutes	Upon motion from Dusing seconded by Miller and passed 5-0, council approved the minutes of the September 8, 2014 Regular Council meeting and August 18, 2014 Library Board Meeting minutes.
Bills	<p>Following presentation and discussion of the bills it was moved by Miller with a second by Warren that the following resolution be adopted.</p> <p>BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Browns Valley that the payment of the following city bills be and is approved as presented.</p> <p>Motion passed 5-0.</p>
Building Permits	Upon motion from Miller seconded by Warren and passed unanimously, council approved a building permit for Jim and Shirley Ecker at 302 Oak St SE to shingle a roof and grading permit from Tanya Brick at 511 1 <sup>st</sup> St SW to pour a cement patio.
Visitors	<p>Tiffany Torgerson from Someplace Safe attended the meeting to update the council of services available through the program. She shared that she will be discontinuing office hours at the community center but will be available by appointment. Someplace Safe is a domestic violence resource program for victims of various types of violence. There are offices in Counties of Big Stone, Douglas, Grant, Pope, Otter Tail, Stevens, Traverse, Wadena, and Wilkin. They operate mainly on donations, fundraising and proceeds from their thrift stores.</p> <p>Randy Crandall discussed establishing a clean-up day one or two times per year. He will have help along to assist elderly and handicap residents haul unwanted items from their basements or garages. Items accepted are: appliances, lawn care equipment, bikes, vehicles, and any products made with metal. Items that will not be accepted are: computers, televisions, plastic, garbage, and glass. He will contact City Hall to set up a day this fall for a clean-up day.</p>
Communications	<p>October is National Domestic Violence Awareness Month. On October 9, there will be a fundraiser at the American Legion in Wheaton from 5pm to 7pm.</p> <p>The University of Minnesota Extension will be conducting a Business Retention and Expansion (BR&amp;E) from November 18-20, at West Central Initiative in Fergus Falls. Community planning teams are encouraged to attend.</p>
Unfinished Business	None

New Business Upon motion from Miller second by Warren and passed unanimously, council approved Virginia Westbrook to replace Pearl Whelan on the Browns Valley Library Board.

Department  
Reports  
Public Works

Tim Hoffman asked if the owned lot behind his storage building as he would like to have a fenced in area for supplies. There is a force main sewer line that runs in the alley along this property. The discussion was tabled until the next meeting to allow for research of city lot lines and needed room should there be issues with that force main.

Serocki showed the council steel bolts that were taken from one of the water valves in the construction area. The bolts have disintegrated to the point where they no longer hold the valve tight to the pipe. Another issue arises when a valve is closed and then reopened it begins to leak. Repairs like this are part of the reason why the water has been turned off so frequently. Serocki stated that the repair costs relating to water valves are not included in the proposed costs of the wastewater project. The dispatch of early notification had challenges during the first few times the water was turned off but now is being done through the Code Red system through the Traverse County Dispatch.

There is a small lift station lift station tying Roger Goodharts' home to the City's main sewer line. It was installed by the City years ago. Goodhart asked if the City would install an alarm system on the lift station so it notifies them should the pump stops working. Serocki will contact Roger to see if he would split the cost of an alarm system for the lift station on their property.

All questions regarding the wastewater project are to be directed to Jason Johnson who is the project manager for the engineering firm. Residents having questions or concerns are to go directly to at any time and do not have to wait for the public meeting.

The irrigator has been installed. The new pump will not be available until 2015. The existing pump will continue to be used to lower the water level of the ponds.

Library

There will be a bus trip to the Mill City Museum in Minneapolis on October 18 leaving at 6:30 am from the library. There will be time to visit the 35W memorial.

On October 15 a special program will be conducted at the school by two illustrators. They will be working individually with all classes.

Administration

Schmitz requested to raise the base fee of the ambulance service from \$850.00 to \$950.00.

Upon motion from Dusing second by Warren and passed unanimously, council approve raising the ambulance base rate to \$950.00.

The contract with the Browns Valley Health Center for Payment in Lieu of taxes has been fulfilled.

Schmitz has called the Grant Roberts Ambulance Service to make an appointment to meet with them regarding the Browns Valley Ambulance Service's service area.

Upon motion from Miller second by Johnson to close meeting to discuss Union negotiations. Motion approved 5-0.

Upon motion from Dusing second by Warren to open meeting. Motion approved 5-0.

Closed session topics discussed were tentative items in the bargaining contract agreed upon and items still in discussion.

Resolution  
14-16

**CITY OF BROWNS VALLEY, MINNESOTA**  
**Resolution No. 14-16**

**RESOLUTION RATIFYING THE ADOPTION OF THE  
FISCAL YEAR 2015 PRELIMINARY BUDGET**

**WHEREAS**, the Browns Valley City Council established a preliminary certification of the City of Browns Valley’s levy at its September 22, 2014, meeting; and

**WHEREAS**, the Browns Valley City Council will not be holding public hearings for the 2015 preliminary budget, as it is not required by law; and

**WHEREAS**, the Browns Valley City Council wishes to establish its preliminary 2015 budget, which must be certified to the Traverse County Auditor/Treasurer on or before September 30, 2014.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Browns Valley, Traverse County, Minnesota, to establish a proposed budget and levy in the following sums of monies for the current year, collectible in 2015, upon taxable property in said City for the following purposes:

General	\$105,386.00
Fire Relief	\$3,000.00
Streets-Capital	\$5,000.00
Library	\$60,000.00
Debt Service	\$99,049.00
TOTAL	\$272,435.00

**BE IF FURTHER RESOLVED** that designation of 6:00PM hearing time for the December 8, 2014 TNT Public hearing to consider the proposed budget and levy for 2015, December 15, 2014 as the continuation if necessary and December 22, 2014 for final budget and levy establishment.

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Traverse County, Minnesota.

Motion was made by Miller, seconded by Dusing and passed 5-0.

Adopted by the Browns Valley City Council on September 22, 2014.

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Brenda Bartz, Mayor

ATTEST:

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Thomas A Schmitz, Administrator

Council Miller asked about the likelihood of having the race track operational in 2015. He has spoken to farmers that would be willing to use their equipment to get the track in order. He has also talked with a few insurance agencies regarding the specialized insurance needed to hold an event. He was told that the League of Minnesota Cities Insurance Trust (LMCIT) should be able to cover the event. Schmitz will check with LMCIT.

Concerns were made regarding the information requested on the request for proposal for insurance agent. Schmitz will with the Leagues e-mail list-serve to identify what other cities use for this same document.

Adjournment Upon motion from Miller second by Johnson and passed unanimously the meeting was adjourned at 7:32pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Brenda Bartz, Mayor