

The Pledge of Allegiance was recited by those in attendance.

The regular council meeting of the City of Browns Valley, MN was held at the library meeting room. Council members present were Mike Heck, Jeanne Dusing, Tony Miller, and Ken Warren. Also in attendance were Tanya Brick, Bernice Piechowski, Tony Serocki, Matthew Franzese, and Tom Schmitz. The meeting was called to order at 5:30pm by Vice Mayor Heck.

### **Additions to the Agenda**

One claim from Univar USA Inc. for Chemicals and Chemical Products for the fogger in the amount of \$4185.64 and one claim from Madison Life Insurance in the amount of \$18.60.

### **Consent Agenda**

Upon motion from Dusing seconded by Miller, the council unanimously approved the minutes of the August 8, 2016, Regular Council meeting.

### **Financial Report**

A motion by Dusing seconded by Miller, council unanimously approved the financial report.

### **Bills**

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon motion by Heck and a second by Warren, that the council unanimously passed the following resolution:

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Browns Valley that the payment of the following city bills and payroll be and is approved as presented.

Wages: \$7,746.23      Claims for approval: \$8,919.07

Motion passed 4-0.

### **Visitors**

Steve DeSpiegler wasn't able to attend the meeting. Schmitz provided the 2016 Schedule Form for Lump-Sum Pension Plans (Form SC-16) for the Fire Relief Association. Tim Hoffman and Robert Biel retired this past year. Active members are identified on the Form. The projected surplus as of December 31, 2016 is \$15,388. There will be no additional contribution required from the City over the agreed upon amount of \$3,000 which was previously established.

### **Building Permits**

Motion by Dusing with second by Warren, council unanimously approved building permits for Tim Peltier to rebuild the existing garage located at 422 Logan St. N.W. into a single stall garage, Shirley Johnson to put a new roof on the house located at 202 Oak St. S., and James Stallman to install a new roof, siding, soffit, and fascia on the house located at 114 West Broadway.

### **Correspondence**

The Library board minutes from July 18, 2016 was available for review.

### **Old Business**

Schmitz provided the federal meal reimbursement rate to compare with the per diem rate the council passed during the last meeting. After discussion, council decided that the rate they previously approved will stand unchanged.

Rental inspections will be held on Tuesday, August 23<sup>rd</sup>.

A resolution to opt out of the State's law regarding Temporary Family Healthcare Dwellings will be drawn up for the next meeting.

A form has been created to report when a dog has been taken to Pampered Pets for impound. The form will be forwarded to the sheriff with a request to cite the dog owner for violation of the city ordinance. Tiffany Myrum has agreed to impound dogs for the city. An agreement between Tiffany and the City will be drawn up and reviewed by Franzese.

### **New Business**

The Federal Highway Administration standard for sign reflectivity was updated in 2013. Signs are to be replaced by 1/1/18. It is unknown when or how the enforcement of the standard will be accomplished. There are roughly 45 Stop and Yield signs in the city. When a larger amount is ordered the price per sign is reduced. Schmitz requested that the City replace all Stop and Yield signs in 2016 and identify future sign replacement in 2017.

Schmitz reported that employee health insurance rates will not increase in 2017.

Schmitz reported that he is working on the preliminary budget. The preliminary budget will need to be approved by the end of September.

Schmitz reported that he spoke with the City's auditor regarding volunteer employee's supplemental insurance being held from the volunteer employee's pay. There are times when the volunteer employee does not earn enough to pay for their supplemental insurance and the City has had to bill them for it. There have been several months that this has happened and the volunteer employee hasn't reimbursed the City for the premium or a bill didn't get sent. It is unknown if all volunteer employees were offered the benefit of supplemental insurance or if only a few. The auditor told Schmitz that volunteer employees should not have this benefit and we should stop with this practice. Council agreed that Schmitz would write a letter to the volunteer employees explaining that this practice will be discontinued.

### **Library**

Piechowski reported that she is waiting to find out about repair work on the library from the wind storm. She would like to see it done. After school programs will start September 7 and weekend programs will start September 17. The weekend program will be held on one Saturday per month.

### **Ambulance**

Manager Brick reported that she has attempted to schedule a meeting with the Beardsley First Responder group to discuss a way for them to help us out with or without signing a contract. They haven't responded to her request to meet.

Brick requested that the council consider increasing the on-call pay. Candy Duffield made a request in December of 2012 and was turned down. On-call pay has remained the same for a number of years. Dusing asked if Brick had contacted other agencies to find out what their on-call reimbursement is. Brick

responded that she has researched online without results and has not questioned neighboring agencies. She was requested to query ambulance services that operate similar to the Browns Valley service to identify what their on-call reimbursements are.

**Public Works**

Serocki reported that they will begin to trim tree branches overhanging streets once the weather cools down. Fence posts needing replacement at the cabin will be finished this fall. The contractors are currently painting sewer lift stations. The soft starts have been replaced at the lift stations with smaller motors. Pot holes will be patched this fall and a thin coat of asphalt will be overlaid on manhole covers of streets that are county roads.

**Attorney**

Franzese reported that he's worked on more criminal cases than civil cases.

**Administration**

Schmitz reported that he started posting weekly office hours on the public access channel, at city hall, the library, and post office.

Moved by Dusing with a second by Miller and passed unanimously, the meeting was adjourned at 6:16pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Mike Heck, Vice Mayor