

Browns Valley Regular City Council Meeting Minutes  
July 28, 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; Tom McSparron, WCI; Larry Van Hout, WSN; Shirley Ecker; LaVonne Forrest; Matt Franzese; Brad Bartz; 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 carried 5-0, council approved the minutes of the July 14, 2014 Regular Council meeting.
- Bills Following presentation and discussion of the bills it was moved by Dusing with a second by Warren that the following resolution be adopted.
- 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.
- Motion passed 5-0.
- Building Permits None
- Visitors Tom McSparron, West Central Initiative (WCI) gave an update of investments in Traverse County. The investments include: 48 grants totaling \$454,990 and 39 loans totaling \$1,450,517. Members of WCI in include the: Browns Valley Community Fund and Browns Valley Schools Fund.
- Upon motion by Miller second by Warren and passed unanimously, council approved support with a commitment of \$500 per year for two years beginning in 2015 and ending in 2016.
- Larry Van Hout, Widseth Smith Nolting (WSN) discussed the results of the bid opening for the work on the wastewater project on July 10, 2014. Six contractors submitted proposals for this request for proposal. The low bid was \$4,968,917.52 from Reiner Contracting, Inc. from Hutchinson.
- Van Hout also discussed that the low bid was roughly \$1.3 million over the estimated amount that was calculated for this project. Contractors have a full schedule and price of product has increase since the calculations were first done. There are grant funds available through USDA Rural Development (RD) along with a subsequent loan through RD. The grant will be \$898,000 and loan \$402,000. Some or the entire subsequent loan could be paid back after completion of the project.
- Upon motion from Dusing second by Johnson and passed unanimously, council awarded the 2014 Sanitary Sewer Improvements to Reiner Contracting, Inc. in the amount of \$4,968,917.52 contingent on Rural Development funding and approval.
- Van Hout explained the changes made in the Revised Letter of Conditions and the requirement to maintain an operating budget.

Upon motion from Warren second by Miller and passed unanimously, council approved the signature of the Mayor to Form RD 1942-46, Letter of Intent to Meet Conditions and Form RD 442-7 Operating Budget.

Upon motion from Dusing second by Johnson and passed unanimously, council approved RUS Bulletin 1780-72 Loan Resolution to move forward with the loan.

Upon motion from Dusing second by Warren and passed unanimously, council approved Form RD 1940-1 Request for Obligation requesting \$402,000 loan at 2.375% for 40 years and \$898,000 in grant funding.

Upon motion from Dusing second by Warren and passed unanimously, council approved the acceptance of the RD Water and Waste System Grant Agreement for funds not more than \$4,633,000.

Shirley Ecker attended the meeting for the Browns Valley Historical Society. She brought forward a draft contract that will be used when people donate or loan historical items to the Society. Franzese will review the contract. The contract will be discussed at the next regular meeting.

Communications A citizen's complaint regarding the feeding of wild animals was discussed. Bartz will try to talk to the parties involved as there is no City or State ordinance stating that it is unlawful.

Unfinished  
Business

The Volunteer program was tabled until the next regular meeting.

Council discussed the request from John Tchida to sell liquor on Sunday. Documentation was found identifying entities that are allowed to sell on-sale liquor on Sundays in the State of Minnesota. The statute can be found in Minn. Stat. § 340A.504, subd. 3. After discussion the council refused Mr. Tchida's request.

Franzese clarified a question asked involving the City's rental ordinance regarding non-owner occupied housing.

New Business

Upon motion from Johnson second by Miller and approved unanimously, council approved the application of Kayli Sibson to become a member of the Browns Valley Fire Department.

Department  
Reports

Upon motion from Dusing second by Warren and approved unanimously, council approved Resolution No. 14-13 Approval to Submit an Application with Rural Development/Wastewater Infrastructure Fund (WIF) Matching Grant Program.

Public Works

Serocki reported that the City's 1956 well has been sealed using grant funding.

Library

Piechowski reported that the summer programs were finished and well attended. Melissa Birkholz is working on a mural in the library depicting the Browns Valley area.

Fire Department

Chief Bartz reported that the fire department is purchasing six SCBA tanks. Several of theirs are outdated and shouldn't be used. The new ones will be much lighter to carry. Fire Fighter 1 classes will be held in Wheaton in December. The fire department is recruiting new members.

Administration Schmitz provided an update from the ambulance service. They are recruiting new members with classes starting this fall. New recruits will be able take the class on-line in Browns Valley and attend a Saturday session in Fargo once a month.

The Cities LGA will decrease \$5,810 in 2015.

A bulletin was received in the mail stating that notary fees are increasing August 1 to \$5.00.

Upon motion from Dusing second by Johnson and approved unanimously, council approved the increase of notary fee to \$3.00 on August 1.

Council will have a budget work session after the regular meeting on August 11.

Adjournment Upon motion from Miller second by Johnson and passed unanimously the meeting was adjourned at 6:38pm.

Minutes submitted by:

Thomas A Schmitz, Clerk

Approved by:

Brenda Bartz, Mayor