

Browns Valley Regular City Council Meeting Minutes  
October 27, 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, Jeanne Dusing, Ken Warren, and Tony Miller. Absent was Richard Johnson. Also in attendance were: Sampson Rolan, Bank of the West Insurance; Shelly Manske, BW Insurance Wheaton; Tanya Brick and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Bartz.
- Upon motion from Warren seconded by Miller and passed 4-0, council approved the amended agenda for October 27, 2014.
- Minutes Upon motion from Miller seconded by Warren and passed 4-0, council approved the minutes of the October 13, 2014 Regular Council meeting and September 15, 2014 Library Board Meeting minutes.
- 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 4-0.
- Building Permits None
- Visitors Sampson Rolan and Shelly Manske from Bank of the West Insurance presented a proposal for insurance servicing agent of record for the years January 1, 2015 to December 31, 2017. The agent of record would provide services as City insurance liaison with the League of Minnesota Cities Insurance Trust (LMCIT). They provided answers to several questions relating to their experience with government agencies and what Bank of the West's overall commission would be on the policy. Policy costs are not determined until after the new year and the policy has taken effect. Manske will provide Schmitz with compensation they received from the 2014 policy.
- Communications Schmitz provided an overview of the meeting with local emergency responders that was held on October 14.
- Unfinished Business Council was provided a map of streets on the north side of town that will be worked on with the wastewater project. The map identifies the streets that will be strengthened for truck traffic.
- The leasing of the City lot located in Prescott's addition behind Hoffman Electric's storage garage was discussed. There is a sewer force main that runs along the western border of the lot. Due to the possible issues that may arise with maintenance of the force main the council decided to not lease the property.
- Upon motion from Miller seconded by Warren and passed 4-0, council declined the request from Tim Hoffman to lease the property behind his storage building.
- Schmitz or Serocki will talk with Hoffman to explain the reasoning for declining the request.

New Business Zabel Insurance provided a proposal for insurance servicing agent of record. A representative from Zabel was not present to answer questions relating to their proposal.

The mitigation of Unnamed (Toelle) Coulee is included in the City's flood mitigation plan. During the construction of the bypass, State or Federal funding wasn't available to mitigate the coulee. The State does have a funding program in place that addresses projects where funding wasn't available in past years. The Upper Minnesota River Watershed District has applied for a grant for the City through the Minnesota Department of Public Safety Homeland Security Emergency Management for the mitigation of Toelle Coulee. If accepted the City will be responsible for 25% of the project or \$325,000.00. Also if accepted, during the cost benefit analysis phase of the project, it could be found that the benefit of the mitigation would not be enough for the amount of funding that the project would cost.

Upon motion from Miller seconded by Dusing and passed 4-0, council approved the Policy of Guidelines for Electronic Communications.

Upon motion from Dusing seconded by Warren and passed 4-0, council approved establishing a contract with Dakota Waste Solutions for a three year contract renewable to a fourth year if beneficial to the City. Terms for the cost of the contract would remain the same amount as in 2014 with option to negotiate contract price during the remaining years of the contract.

Jeff Haanen approached Schmitz inquiring of grants that would assist in the sealing of unused unsealed wells outside of the City's drinking water supply area (DWSMA). He has three wells just outside of the DWSMA that are open. If contamination should enter these wells there is the possibility in future years that it could contaminate the City's water supply. There is a competitive grant program through the Minnesota Department of Health that will pay 50% of the sealing costs to seal wells that are no longer being used. Applications must be submitted by a government agency. Schmitz will submit an application for Haanen by October 31. Haanen will be responsible for the 50% match of the work.

The City's annual audit will be conducted the week of February 23, 2015 with CliftonLarsonAllen.

Schmitz will schedule a mandatory meeting with the ambulance manager, president and personnel committee.

Schmitz will contact the League of Minnesota Cities regarding possible misrepresentation of subsoil findings of Braun Intertec Corp.

Department Reports A PrimeWest Health Community Reinvestment Grant has been awarded to the City of Browns Valley in the amount of \$75,000.00 to be used over a three year period for the operation of the community center and transportation.

Administration Schmitz advised the council that a new utility installation fee will need to be established come the first of the year.

Library Piechowski described a confrontation between three women in the library. She did not know one of the women started the issue. Council directed her to refuse privileges if she sees the person that started the problem.

Adjournment Upon motion from Miller second by Dusing and passed unanimously, the meeting was adjourned at 6:48pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Brenda Bartz, Mayor