

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 was: Tom Schmitz, City Clerk: Val Hoffman, United Country Real Estate; Chad LeClair; Tony Serocki; Bernice Piechowski; Brad Bartz; and Matt Franzese. The meeting was called to order at 5:30pm by Mayor Bartz.
Minutes	Upon motion from Dusing seconded by Warren and carried 5-0, council approved the minutes of the December 9, 2013 regular meeting, December 2, 2013 special meeting, and the November 18, 2013 library board meeting.
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> <p>None</p>
Building Permits	Val Hoffman presented an update of the sale of the liquor store. There are two parties that have presented an offer. Offer number one being \$15,000.00 cash and offer number two being \$37,500.00 upon getting financing. Each had contingencies in their proposal.
Visitors	Upon motion by Warren seconded by Dusing and passed, council approved a counter offer to party number two with contingencies.
Communications	Upon motion from Dusing seconded by Johnson and carried, council agreed to subscribe as a supporting member to the MN River Valley Scenic Byway Alliance in the amount of \$100.00.
Unfinished Business	<p>Schmitz included a closing summary from Northland Securities identifying the upcoming process for the wastewater bond's balloon payment that will be due February 1, 2014. Schmitz explained that the first meeting of January, 2014 will need to be held at an earlier date due to time restrictions of getting all of the paper work done for when the bond payment is due.</p> <p>Mayor Bartz gave an update of her findings regarding the Steer's Cemetery. Bartz had a reply stating that the Minnesota Genealogical Society does not have maps or records for this cemetery. They do have the same information that is in the City's historical book.</p>
New Business	<p>Upon motion by Dusing seconded by Warren and carried, council approved the sale of a lot in the Steers Cemetery to the Ray and Gretchen Gettman family for their parent's cremains.</p> <p>Piechowski presented that the library board has requested her to make a request to the city council to transfer funds into the library account to make up the difference of what the budget to expenses will be in 2013.</p> <p>Upon motion by Bartz seconded by Miller and carried 3-0, council refused the request to transfer funds to the library account. Dusing and Johnson voted for transferring funds to the library account with Dusing and Johnson voting no.</p>

**RESOLUTION ADOPTING FINAL TAX LEVY
RESOLUTION NO. 13.08**

RESOLUTION APPROVING THE 2013 TAX LEVY, COLLECTIBLE IN 2014

I certify that the following resolution setting the City of Browns Valley levy for 2014 was passed and put into effect by the Browns Valley City Council at the December 23, 2013 city council meeting.

Moved by Miller seconded by Johnson that the following resolution be adopted.

IT IS HEREBY RESOLVED by the city council of the City of Browns Valley, County of Traverse, Minnesota, that the sums of money be levied for the current year, collectable in 2014, upon the taxable property in the City of Browns Valley, for the following purposes:

Departmental
Reports

General \$82,186.00

Fire Relief \$5,877.00

Public Works

Street/Capital Improvement \$46,530.00

Maintenance Equipment \$25,000.00

Library \$55,207.00

Debt Service \$10,500.00

Fire Truck \$11,600.00

Library

Total Levy \$236,900.00

BE IT FURTHER RESOLVED that the City of Browns Valley 2014 budget be and is hereby approved at 3% increase from the 2013 budget.

Fire Department

The city clerk/administrator/treasurer is hereby instructed to transmit a certified copy of this resolution to the county auditor of Traverse County, Minnesota.

Upon roll call vote all members voting yes. Mayor Bartz declared the motion carried and the resolution be adopted.

Adopted by the city council on December 23, 2013.

Brenda M Bartz
Mayor

Attest: Thomas A. Schmitz
Clerk/Administrator/Treasurer

Adjournment

Upon motion by Miller seconded by Johnson and passed unanimously, Resolution 13.08 Adopting Final Tax Levy was adopted.

Upon motion by Johnson seconded by Warren and passed unanimously, council approved the setting of liquor and strong beer fees as: On-sale - \$750.00; Off-sale - \$100.00 and Sunday sales - \$75.00.

Upon motion by Warren seconded by Johnson and passed unanimously, council approved the raising of the water portion of all utility bills by two dollars.

Upon motion by Miller seconded by Johnson and approved 5-0, council agreed to move the first council meeting in January from January 13 to January 6, 2014.

Upon motion by Dusing seconded by Warren and passed 5-0, council approved the city clerk to make yearend payments of debt.

The dept of excavation of the sewer line on West Broadway will be five feet deeper due to the starting depth of the trench causing some added expense to the project. This will only affect the one line on West Broadway.

The library is working on a new interface with their web page and Viking Library System's web page which will help with the ease of usage.

Fire department elections were held in November. Only one position changed as Dave Ecker will be retiring in 2014. The officers are: Brad Bartz, Chief; Tim Hoffman, Asst. Chief; Mike Piechowski – Secretary; and Darrell Dobbs and Dave Kuschel – Captains.

During the week of 12/16 the firemen were able to experience entering a frozen lake with the department's cold water rescue suits.

The fire department received SCBA fill tanks from a neighboring department. They will be used to fill SCBA tanks at the scene of a larger fire.

Franzese reported that the County approved a legal secretary for him. This will help Franzese conduct his work in a timelier manner than in the past.

The City received a \$5,200.00 refund from LMCIT health insurance.

Schmitz signed and returned the workers compensation renewal through LMCIT.

Schmitz is waiting for the renewal quote for liquor liability due in January.

There is an Experienced Officials Leadership Conference on January 31 to February 1, 2014. Council member were encouraged to attend.

Schmitz will be attending the MCFOA Regional meeting and training on January 30 in Cold Spring.

Upcoming conference dates: MCFOA Conference – March 18 – 21, 2014.

Motion to adjourn at 7:00pm by Miller, seconded by Johnson. Motion carried 5-0.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Brenda Bartz, Mayor