

- 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: Jana Borgheiinck; Tanya Brick; Candace Duffield; Tony Serocki; Matt Franzese; and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Bartz.
- Minutes Upon motion from Miller seconded by Warren and carried 5-0, council approved the minutes of the May 12, 2014 Regular Council meeting and the Library Board Meeting of April 23, 2014.
- Bills Following presentation and discussion of the bills it was moved by Warren with a second by Dusing 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.
- Permits/Licenses Upon motion from Warren seconded by Miller and passed unanimously, council approved a License to Make Retail Sales of Cigarette and Other Tobacco Products.
- Visitors None
- Communications
- A Citizen's Complaint was read regarding a resident's garbage blowing around the neighborhood. Schmitz has already spoken to the property owner and the area has been picked up.
- A Confidentiality and Records Retention statement from West Central Initiative was reviewed and accepted by council.
- A letter from the Traverse County Assessor was read regarding future dates for Board of Appeals and Equalization Training. Ms. Reinart has recommended that at least two council members attend this training so there is at least one individual able to attend the County's Board of Appeals and Equalization meeting within the City every year. A trained council member is required to sign a document at the end of the appeals meeting. If there isn't a trained council member able to sign this document then the City would lose the right to have the County appeals meeting. Dusing and Miller will plan attending the July 22nd training in Madison, MN.
- Council reviewed the membership application from the Minnesota Association of Small Cities. Attached to the membership was documentation identifying what the Association provides for its members. The membership fees have not increase since 2013.
- Upon motion from Dusing seconded by Warren and passed unanimously, council approved the renewal of 2014-2015 membership in the Minnesota Association of Small Cities.

Unfinished  
Business

Schmitz reported that liability insurance for a City promoted event would be covered by the City's carrier. The carrier would need to be notified prior to the event.

It was discussed whether to require a vendor to sign a waiver or purchase special insurance for the upcoming Crafts in the Park event sponsored by the BV Celebrates committee. If someone is harmed due to food or product that is sold during the event the City could be named as co-defendant on a law suit against that vendor.

Upon motion from Dusing seconded by Johnson and passed, council approved purchasing liability insurance for the Crafts in the Park event. Bartz voted against the motion.

Due to the lateness of receiving the document the draft of the Special Events Permit Application was tabled until the next meeting.

Council reviewed a list of residents who have yet to purchase a dog license. Letters were sent to names on the list on April 2<sup>nd</sup>. Licenses were to be purchased by May 1<sup>st</sup>. The list has been forwarded to Chief Deputy Wright for follow up.

Schmitz has had no response from Lakes Country Service Cooperative regarding safety training for employees. City staff is required OSHA safety training annually. There is a West Central Regional Safety Group session in Fergus Falls on June 2<sup>nd</sup>. Schmitz would like to send someone to identify if it would be advantageous to become members of this group.

Dusing reported that the topic of recognition for new residents of the City was placed on the agenda for the Women's Auxiliary of the American Legion. Duffield reported that the Auxiliary does not want to take on another project as they do not always have the membership available for their existing projects.

Warren updated the council of his trip to Princeton, MN to where he and Dusing visited with the director of economic development and the new business brought to town due to the City's recruiting program. Warren, Dusing and Schmitz will meet to compile thoughts and create a formal presentation to share with Browns Valley's EDA Commission.

New Business

Jana Borgheiinck and Candace Duffield were asked to attend the council meeting to give an update on the long range outlook for the ambulance service. Schmitz will meet with them to assist in fact finding and to establish a plan for future recruitment and retention for the ambulance service.

Upon motion from Miller seconded by Dusing and passed unanimously, council approved an On-Sale Liquor: Temporary Off Premises license fee of \$25.00.

The negotiation committee, Warren and Miller, are to review the labor agreement as the union contract is due for negotiation this fall.

Upon motion from Dusing seconded by Warren and passed unanimously, council approved Amendment to Ordinance Section 118.09, An Ordinance Dealing with Providing Security at Public Dances.

Upon motion from Miller seconded by Warren and passed unanimously, council approved Summary of Amendment to Ordinance Section 118.09, An Ordinance Dealing with Providing Security at Public Dances.

A policy on what types of items to be placed on the Public Access Television Channel was shared. Due to the lack of time for review the policy will be put on the next agenda.

Bid openings for the wastewater replacement project were conducted earlier in the day. Two bids were opened at 2:00pm at the offices of City Hall. The bids were: Quam Construction, Willmar for the amount of \$6,228,833.00 and Sellin Brothers, Hawley for the amount of \$5,483,213. The bids exceeded engineering cost estimate of \$3,611,223.00. The overrun of the project was \$1,871,990.

The engineer, Larry Van Hout, contacted USDA Rural Development to ask if there may be additional financing available through any state program. Rural Development will be contacting City Hall later in the week with their findings.

If there is no other funding available, Van Hout will recommend that the City advertise the irrigation system for bids as soon as possible and then bid the remaining project later this fall for work to be started immediately in the spring of 2015.

Upon motion from Bartz seconded by Miller and passed unanimously, council approved go forward with bidding the irrigation system in 2014, contingent upon if funds are not available to assist with the increase costs in bidding the whole wastewater replacement project and bid the remaining project for the spring of 2015.

Department  
Reports  
Public Works

Serocki expressed concern about people hitting golf balls in the City Park and ball field. When mowing lawn the public works department doesn't always see balls left on the lawn. When the balls are hit with the mowers they become missiles that fly for long ranges. The golf balls, when hit, have launched over neighboring houses and almost hit the other worker. Council discussed putting a notice in the newspaper, on Channel 5 and posting signs with park rules. Schmitz will check with other cities to find out what their rules are about hitting golf balls and how they enforce it.

Serocki also stated concern of having to conduct any repairs to the irrigation system this year. If the City ends up bidding only for the irrigation portion of the project at this time it could be early August before one is up and running. Serocki stated that he still would be able to reduce a lot of water from the ponds.

The storm sewer along Broadway has been televised. They found two areas that were collapsed.

Administration

Abatement letters from last fall for cleaning up brush piles have been forwarded to Franzese for additional action.

Council

NSF checks from the liquor store have been forwarded to Deputy Wright.

Schmitz received a special events application for the 5K Walk/Run.

Motion to adjourn at 6:47pm by Johnson, seconded by Dusing. Motion carried 5-0.

Adjournment

Minutes submitted by:

Thomas A Schmitz, Clerk

Approved by:

Brenda Bartz, Mayor