

The Pledge of Allegiance was recited by those in attendance.

The regular council meeting of the City of Browns Valley, MN was held in the meeting room of the City Library. Council members present were Harold Hansen, Mike Heck, Jeanne Dusing, Tony Miller, and Ken Warren. Also in attendance were Allen Schrader and Cindy Essington from Ottertail Power Company, Sheriff Trevor Wright, Deputies Gordon LeClair and Jeff Conrad, Bryan Bye City engineer, Bernice Piechowski, Tony Serocki, and Tom Schmitz. The meeting was called to order at 7:30pm by Mayor Hansen.

Addition to the Agenda

Retraction from the library report of March 28. Addition of an additional charge of \$50.03 from Cengage Learning.

Consent Agenda

Upon motion from Dusing seconded by Miller to approve the minutes with the correction of date and additional library claim, the council unanimously approved the minutes of the March 28, 2016, Regular Council meeting.

Bills

Following presentation and discussion of claims to be paid, upon motion by Warren and a second by Heck, 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.

Claims for approval: \$32,778.54

Motion passed 5-0.

Building Permit

A building permit from Kathryn Bartz to repair a roof on the rental located at 316 Blaine was discussed. The permit was tabled until Ms. Bartz speaks with the building inspector.

Visitors

Cindy Essington reviewed City Ordinance #55, Electric Franchise Agreement with Ottertail Power Company. Ordinance #55 is the renewal the Ottertail Power Company will provide electricity to the City for 20 years. The last franchise agreement was for 20 years also. The ordinance was passed during the March 14m, 2016 council meeting.

Bryan Bye reported that the bituminous contractor will be starting their plant as soon as the road restrictions have been removed. Bye explained the expense of the MNPCA Petro Fund application to the council. Motion by Dusing with a second by Heck, council unanimously approved payment of \$1,110.00 to WSN for work completed on the application to MNPCA.

Sheriff Wright introduced Jeff Conrad to the council. Deputy Conrad gave a brief history of his roots in the area. Conrad was hired at the beginning of the year, but due to a shortage in the dispatch center he has been helping them out. He is entering his training period as deputy. He should be able to run solo sometime during the first part of May. Wright assured the council, with his department being short a deputy, that his office has provided service to the community, if not more, specified in the contract. With the addition of another deputy hours of service will vary in the community.

Council discussed the number of dogs that are running loose, habitually barking and those that are not registered.

Wright reported that he would like to know the expectations of his office during the Sesquicentennial. He will attend one of the next BV Celebrates committee meetings. Security at the dance for that weekend was discussed.

Old Business

Four copies of Ordinance #55 were signed.

New Business

Changing meeting times back to 5:30 was discussed. Schmitz contact the city attorney to make that change

Department Reports

Public Works

Serocki submitted a bid on paving from Bituminous relating to the discussion from the last council meeting. Motion by Dusing seconded by Miller, council unanimously approved the proposal from Bituminous Paving Inc. to pave 4inch bituminous along 1,406 square yards of new black top. Proposal in the amount of \$26,011.00.

There are a lot of dogs running at large. There are many dogs that are not registered and tagged. Schmitz will be sending out letters to known dog owners whose animal does not have a license to remind them. He will also place a notice in the paper.

Serocki reported that the new water line feeding the C-Store was planned to come from Sixth Street. It is not able to be run from that direction due to the Ottetail Power Company's main electrical line is underground in this area. It will need to be required to come into the store from Broadway.

Administration

Schmitz reported Matt is working on the letter that will be sent to owners of red tagged buildings. He discussed recommendations to amendments to the rental ordinance.

Schmitz reported that there is a family that has 14 days to request a hearing on their dog. The animal has been tagged a Dangerous or Potentially Dangerous Dog.

Schmitz discussed recommendations for segregation of duties. A third council member will be given the authority to sign checks in case the other two council members are not available. Bernice will make a copy of her monthly log of funds that is received during the month. It will accompany the deposit documentation at city hall. Checking the reconciliation of the bank statement with the fund accounting program was discussed. Also discussed was having council members check claims to checks made out for payment.

Schmitz will be on vacation the week of May 16. He will process payroll on the morning of May 13th. He will be just coming back to work the Monday of the second council meeting.

Moved by Heck with a second by Dusing and passed unanimously, the meeting was adjourned at 8:40pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor