

The Pledge of Allegiance was recited by those in attendance.

The regular council meeting of the City of Browns Valley, MN was held at City Hall. Council members present were Harold Hansen, Mike Heck, Jeanne Dusing, Tony Miller, and Ken Warren. Also in attendance were Sarah Utsch from CliftonLarsonAllen LLP, Trevor Wright, Matt Franzese, Tony Serocki, Bernice Piechowski, and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Hansen. Council member

Additional items were added to the agenda: Additional claims to be paid,

Consent Agenda

Upon motion from Warren seconded by Heck and passed unanimously, council approved the minutes of the March 23, 2015, Regular Council meeting.

Upon motion from Heck seconded by Warren and passed unanimously, council approved the Planning Meeting minutes of February 23, 2015.

Upon motion from Dusing seconded by Heck and passed unanimously, council approved the Planning Meeting minutes of March 23, 2015.

Bills

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages it was moved by Heck with a second by Warren and passed unanimously, 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 and payroll be and is approved as presented.

Prepaid claims: \$1,624.23, Claims for approval: \$68,545.58, Wages: \$10,677.00

Motion passed 5-0.

Memorials/Donations

A donation to the ambulance service from the South Dakota Ambulance District in the amount of \$3,500.00 and Harlyn Bartz in memory of Clarence Pistorius in the amount of \$10.00. Dusing moved to approve and accept the generous donations given to the City and/or its departments seconded by Heck and passed unanimously.

Building Permits

Council reviewed building permits from Caroline Abraham, 117 4th St. N., to shingle house and tin garage and Kyleen Neilan, 405 Ash St. SE., construct a 20'X20' storage shed. Grading permits were reviewed for Jeemy Affeldt to put in a parking area for one car and Mike Little to put a 40'X60 gravel pad for parking and future garage. Upon motion from Miller seconded by Hansen and passed unanimously, council approved the building and grading permits listed above.

Visitors

Sarah Utsch of CliftonLarsonAllen LLP the City's auditing firm presented results from the 2014 audit. She discussed the internal controls that the City has in place and controls that are not able to be used due to the small amount of staff. The audit identified deficiencies that can easily be corrected. The City should look at levying more in the General Fund and reducing the levy amounts in some of the other funds. The City had an increase in cash at the end of the year in part to the sale of the liquor store.

Upon motion from Miller seconded by Warren and passed unanimously, that the council received the financials from CliftonLarsonAllen LLP.

Trevor Wright fielded questions regarding the amount of the contract for law enforcement in the city. He spoke of the reasoning in 2009 to contract services with the county and the need to have law enforcement present in town. With law enforcement being done through the County the City isn't taxed with the insurances and liability of having a police department. Wright also explained the claim for equipping the new squad.

Communication

Council reviewed a letter from the Kit Johnson, County Auditor, regarding a list of properties in the community that will be tax forfeited land to the State of Minnesota. He is asking if the City has interest in any of the lots. It was the consensus of the council that there was no interest in the properties.

Council reviewed a notice regarding a roundtable discussion around workforce development. Schmitz will attend the meeting.

Unfinished Business

Moved by Miller with second from Dusing and passed unanimously, council approved a building permit For Kathryn Bartz to shingle a rental house located at 26 Second St. N., with green colored steel.

City council reviewed pricing for stock banners to be put along Broadway. Dusing and Schmitz will call the company to get pricing on stock and custom banners.

New Business

Council discussed the current land use ordinance. They discussed how it is being regulated to ensure that people build according to the Minnesota Building Code.

Motion from Hansen with second by Warren and passed unanimously, council approved to give the administrator permission to send out Request for Proposals for building inspector.

The community rummage sale has been scheduled for May 2 and appliance and furniture pickup will be during the first or second weeks of May.

Motion from Heck with second by Miller and passed unanimously, council approved Amendment to Ordinance Section 31.01(A) An Ordinance Dealing with the Date and Time for City Council Meetings in the City of Browns Valley.

Motion from Dusing with second by Heck and passed unanimously, council approved Resolution 15-04, Appointment of Responsible Authority and Data Practices Compliance Officer.

Motion from Dusing with second by Heck and passed unanimously, council approved a soft drink and beer license for the April 18, 2015, Firemen's Smelt Feed.

Motion from Hansen with second by Warren and passed unanimously, council approved Resolution 15-05, A Resolution Approving Charitable Gambling Within the City Limits of Browns Valley.

Council discussed the needed changes to the City's fee schedule. The initial special event permit was set at an unreasonable high fee, there is a need to establish a fee for On-Sale Liquor-Temporary On-Premises, and an assessment for utilities that is past 60 days due. A resolution will be established to be passed at the next

council meeting.

AMENDMENT TO ORDINANCE SECTION 30.01(A)

**AN ORDINANCE DEALING WITH THE DATE AND TIME FOR CITY COUNCIL MEETINGS
IN THE CITY OF BROWNS VALLEY**

Findings.

1. The existing Ordinance sets the regular meeting dates on the second and fourth Mondays of each month at 5:30 p.m.
2. The present City Council has members for whom it would be beneficial to have the regular meeting times set differently in the farming months than during the winter months.
3. The Browns Valley City Council believes that it is in the best interests of the residents of the City of Browns Valley to modify its Ordinance in order to change the times of the regular City Council meetings during the farming months.

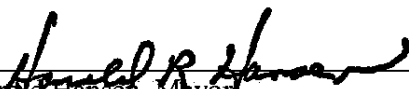
**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BROWNS VALLEY ORDAINS AS
FOLLOWS:**

1. That Browns Valley City Ordinance Section 30.01(A) is hereby amended to read as follows:

“(A) *Meetings.* Meetings of the City Council shall be held in the meeting room of the Browns Valley Public Library on the second and fourth Monday of each month. For the months of November through March, the meeting time shall be 5:30 p.m., and for the months of April through October, the meeting time shall be 7:30 p.m. Any meeting falling upon a holiday shall be held on the next following business day at the same time and place.”

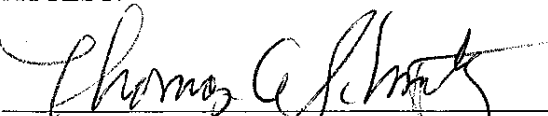
PASSED AND ADOPTED this 13th day of April, 2015.

BROWN VALLEY CITY COUNCIL



Harold Hansen, Mayor

ATTEST:



Thomas Schmitz, City Administrator

Adoption: 5-0

Motion: Heck

Seconded: Miller

Published: April 20, 2015

Department Reports

Public Works - Serocki reminded the council that road construction started. He added that the contractors are going to strive to leave the road surfaces gravel to give a better base. Serocki had gotten three different estimates for gas detectors as the one that they presently have is no longer serviceable. The pipe draining into the storm drain at the intersection of Broadway and Second Avenue is crushed. Equipment have vandalized at the ball field and tennis courts. Law enforcement has been notified and will keep an eye on the area. Motion from Warren with second by Heck and passed unanimously, council approved the purchase of two game cameras.

Administration – Last fall a resident’s dog attacked another dog while off of its leash. The dog that was attacked had to be euthanized. During an investigation, it was determined that the attacking dog should be identified as a dangerous dog. The owner of the attacking dog requested a hearing to reevaluate the decision of the investigating officer. On May 14 there will be a hearing verify the findings of the investigation and as to what is expected of the owner to ensure compliance with the City’s dangerous dog ordinance.

Schmitz received an insurance quote for an enduro race.

Schmitz has the job description for economic development manager created. He has it on the website and the position advertised in three local papers, South Dakota state wide advertizing and Minnesota regional papers.

BV Celebrates has sent out letters to alumni asking them to purchase a ticket for the Polaris Ranger that is being raffled off to help generate monies for the Sesquicentennial.

Moved by Heck second by Miller and passed unanimously, the meeting was adjourned at 8 pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor