

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 Acting Mayor Mike Heck, Neil Madison, Ken Warren, and Tony Miller. Also in attendance were Edith Foren Election Judge Co-Chairman, Public Works Director Tony Serocki, Librarian Bernice Piechowski, and City Administrator Tom Schmitz. The meeting was called to order at 5:30 p.m. by Acting Mayor Heck.

Additions to the Agenda

Additions to the agenda were:

- Two Special Event Permits from John Tchida,
- The claim amount for Kristi Sibson,
- An additional charge on the claim for the Gazette of \$115.75 totaling the claim to \$283.75,
- A claim for Serocki Excavating in the amount of \$19,760.39,
- A claim for Ameripride in the amount of \$34.49,
- Claims totaling \$65,769.25.

Upon a motion by Warren with second by Madison, the Council approved the additions to the agenda 4-0.

Consent Agenda

Upon a motion from Warren and second by Madison, the Council approved the minutes of the October 22, 2018, Regular Council meeting 4-0.

Revenues by Department

Upon a motion from Heck and second by Warren, the Council approved the October Revenues 4-0.

Financial Statement

Upon a motion by Warren with second by Miller, the Council approved the Financial Statement for November 13, 2018.

Bills

Following presentation and discussion of prepaid claims, claims to be paid, and employee wages, upon a motion by Madison and a second by Warren, 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.

Prepaid claims: \$209.00

Claims for approval: \$65,769.25

Wages: \$11,793.63

Memorials/Donations

Upon a motion from Warren with second by Miller, the Council approved the donation in memory of Ken Schaunaman to the Ambulance Service in the amount \$20.00.

Visitors

Edith Foren presented the election results to the City Council.

Upon a motion from Miller second by Warren and passed 4-0, the Council approved the election results for the Precinct of Browns Valley, County of Traverse, State of Minnesota, State General Election. Certification will be forwarded to the County Auditor.

Building permits

Upon a motion from Heck with second by Miller, the Council approved, by vote of 4-0, a building permit for Tanya Brick to build a 10' X 17' addition to the house for a wood furnace.

Correspondence

- The Council reviewed a list of utility customers who are two months past due with their utility payment.
- The Council read a letter from Tiffany Myrum, representing the United Methodist Presbyterian Church Board.
- The Council read an e-mail from Traverse County's Emergency Management Director Lynn Siegel informing them of training through Homeland Security Emergency Management being offered at the Hoffman Community Center on November 28.
- The Council reviewed a letter from the Traverse County Auditor giving notification of Board of Appeal and Equalization training.

Unfinished Business

None.

New Business

Upon a motion from Heck with second by Warren, the Council approved with a vote of 4-0, Resolution Number 18-12, A Resolution By The Browns Valley City Council Requesting The Auditor Of Traverse County to Impose A Special Assessment and making note that Parcel Number 20-0049000 is to be assessed at \$2,448.79.

Upon a motion from Heck with second by Madison, the Council approved with a vote of 4-0, Resolution Number 18-13, A Resolution By The Browns Valley City Council Requesting The Auditor Of Traverse County to Impose A Special Assessment.

Upon a motion from Warren with second by Miller, the Council approved with a vote of 4-0 Special Event Permits for the Browns Valley Liquor Store to be open November 18, 2018 and November 25, 2018.

Upon a motion from Heck with second by Miller, the Council approved with a vote of 3-1 the Rinke Noonan Invoice Number 289006 in the amount of \$5,807.50, Houston Engineering Invoice Number 40535 in the amount of \$19,516.75 and Houston Engineering Invoice Number 40872 in the amount of \$4,000.66 with Warren voting no.

Schmitz was asked to contact Dianne Radermacher to attend one of the next meetings as the Council would like some clarification of the project expenses.

Public Works

Serocki reported that the plow truck is at CS Diesel for repairs.

Heck asked about having communication back from the County Highway Department regarding the repair of the County road on Second Avenue South. The Council discussed putting funds away to start replacing valves within intersections.

Administrator's Report

Schmitz would like to meet with Warren and Madison prior to the next meeting to review the end of October finances to assist with setting 2019's levy.

Moved by Warren to adjourn the meeting at 6:48pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Mike Heck, Vice Mayor