

The Pledge of Allegiance was recited by those in attendance.

The regular council meeting of the City of Browns Valley, MN was held at the Public Library. Council members present were Richard Johnson, Linda Schwagel, Jeanne Dusing and Tony Miller. The meeting was called to order at 5:32pm by Mayor Bartz. Also in attendance were Tom Schmitz, Ken Warren, Curt Powers, Brad Bartz, Tony Serocki, Bernice Piechowski and Nancy Peterson.

Minutes

Dusing made a motion to approve the minutes of the January 14, 2013 regular meeting and December 18, 2012 library board meeting. The motion was seconded by Johnson and the motion passed 5-0.

Bills

Following presentation and discussion of the bills it was moved by Johnson and seconded 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 and library bills be and is approved as presented.

Motion passed 5-0.

Building Permits

A building permit was presented for Bill Spotts – 318 Washington St So – Re-shingle one side of the roof of the house/. A motion to accept the building permit was made by Johnson seconded by Dusing. Motion passed 5-0.

Visitors

None

Communications

A project update from Larry Van Hout of Widseth Smith Nolting Engineering was read. Most of the engineering plans have been completed except for some minor changes. They will be completing the specifications and updated project cost estimates within the next few weeks. The plans will be sent to Serocki and the PCA for review. WSN has prepared the easement descriptions and have forwarded them to the city attorney. WSN is working with irrigation equipment suppliers on the new irrigation system. They have been in contact with Traverse Electric Coop regarding electrical service costs. The costs have gone up since the last quote. Traverse Electric will speak with the coop board to see if they can reduce the charge for electrical service. The City and WSN needs to contact the coop to review the amount they will be charging for electric usage. WSN is finishing the permit applications to MnDOT and DNR for the appropriate crossings. A pump station will be installed on the west side of the river that will pump wastewater to the east side of the river. Other options were more expensive or required more maintenance for the City. Soil borings have been completed and WSN will have the final soils report by the end of the week of January 29th.

Unfinished

Business

Within the next few weeks the tile will be replaced, stripped and waxed at the liquor store. Carpeting has been ordered and a plywood overlay will be installed in the carpeted area prior to the installation of new carpet. A member of the Minnesota Municipal Beverage Association will be out February 12 to assist in finishing the required items for the audit. She will also ensure that the point of sale system is set up correctly and operating properly when she leaves.

Schmitz presented the city fee schedule for 2013 to the council. Johnson made a motion to accept the fee schedule, seconded by Dusing. Motion passed 5-0.

Schmitz contacted Tracy Deal regarding sheltering dogs that the City picks up running at large. She said that she has the facilities to take them in for the required amount of time the animals need to be impounded. She will be talking to the animal shelter in Wheaton before the City

enters into any contract.

New Business Powers, representing the sesquicentennial committee, asked about the possibility of utilizing the Browns Valley Community Fund for a grant that will be used for advertising for the sesquicentennial. Schmitz will contact WCI to see if this is a possibility and what would be required to receive the grant.

Department Reports

Public Works Serocki reported that the public works department has started replacing receiver units on residential water meters. They will now start making appointments with residents to continue the replacement of meter reading receivers.

Fire Department Serocki recommended that the City promote the vacant lots in town.

Bartz reported that during the January firemen's meeting they conducted a practice drill and burn at the Helen Dew house.

Two firemen attended an ice rescue live training class in Windom.

Bartz is working with Alexandria Technical College to set up classes quarterly where an instructor will travel to Browns Valley to present a pre-agreed upon class. Some of these classes will be able to be attended by all City emergency services as they will cover OSHA required training.

A fire conference will be held in Alexandria this spring. The west and central fire regions have been working to establish conferences out-State to allow smaller fire services to attend the meetings and trainings being offered.

Library Piechowski gave an update of upcoming events at the library.

Administration Schmitz asked about attending the Minnesota Municipal Clerks Institute in April. There is a grant to defray the registration costs. Schmitz would stay with relatives during this training.

The City's insurance premium through the League of Minnesota City Insurance Trust has been renewed.

The council meeting was closed to discuss ambulance employee issues.

Adjournment Motion to adjourn at 6:30pm by Dusing, seconded by Johnson. Motion carried 5-0

Minutes submitted by: Approved by:

Thomas Schmitz, Administrator/Clerk Brenda Bartz, Mayor