

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 was: Merv Zabel, Tony Valnes, Tony Serocki, Bernice Piechowski, Brad Bartz, Matt Franzese, and Tom Schmitz, City Clerk: The meeting was called to order at 5:32pm by Mayor Bartz.
Minutes	Upon motion from Miller seconded by Warren and carried 5-0, council approved the minutes of the January 6, 2014 regular meeting, and the December 17, 2013 library board meeting.
Bills	<p>Following presentation and discussion of the bills it was moved by Dusing with a second by Miller that the following resolution be adopted.</p> <p>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.</p> <p>Motion passed 5-0.</p>
Building Permits	None
Visitors	<p>Merv Zabel attended the meeting to inquire how utility rates were set up for his apartment complex. The apartment building has only one meter so individual units are not split out. He has several vacancies and asked for a reduced cost on utility rates.</p> <p>Tony Valnes shared an update regarding the purchase agreement with the proposed buyer. Matt Franzese will communicate with the proposed buyer's attorney to mitigate minor discrepancies within the purchase agreement.</p>
Communications	A Browns Valley Celebrates committee advertisement in the SD Glacial Lakes and Prairies magazine was shared.
Unfinished Business	None
New Business	<p>Council reviewed bid packets from three auditing firms for the purpose of conducting the City's audit for 2013. They were from: CliftonLarsonAllen LLP (CLA), Baxter; Eide Bailly, Fargo; and Westburg Eischens, Willmar. Proposed base bids were: CLA, \$12,995.00 with no increase for next three years; Eide Bailly, \$15,000.00 with an increase each year for three years; and Westberg Eichens with no increase.</p> <p>After further discussion a motion was made by Dusing seconded by Johnson and approved 5-0, council approved the contracting with CliftonLarsonAllen LLP to conduct the City's 2013 audit.</p> <p>Bartz shared a letter written after she received several complaints throughout one night complaints from Becky Schulz regarding snow being moved away from the fire hydrant onto her property. The complaint was investigated and the snow was piled in the right of way area along her lot.</p> <p>The temporary sewer revenue bond closing will be January 29.</p> <p>Larry VanHout, WSN and Jeff Scholten, USDA Rural Development will be in Browns Valley on February 5 to review a revised wastewater project budget and timeline.</p>

Departmental Reports	Council reviewed a pay equity report that will be filed with Minnesota Management & Budget. Upon motion by Dusing seconded by Johnson and passed 5-0, council approved the Schmitz to submit the pay equity report with the State of Minnesota.
Public Works	Serocki advised that the fire hydrant by the Dorothy Christensen residence will need to be replaced this year at a cost of around \$3,000.00.
Library	Piechowski is working on identifying and scheduling of programs payable through Legacy Funds. She is also filling out annual reports due by the middle of March required through the library system and the State Department of Education.
Attorney	Preliminary title opinions of the sewer ponds area have been completed. The Nelson lease agreement is ready for signatures.
Administrator	Sales tax forms have been sent out to vendors.
	Schmitz completed and returned an insurance audit relating to the 2013 liquor store sales.
	Schmitz will be attending training on February 5 in Fergus Falls relating to Drugs in the Workplace and Reasonable Suspicion.
Adjournment	Larry Van Hout from Widseth Smith Nolting and Jeff Scholten from USDA Rural Development will be meeting with Bartz, Serocki and Schmitz in the afternoon on February 5.
	The liquor store showed a profit in December 2013 of \$2,533.48.
	Schmitz is to keep trying to contact the area's state building inspector to have him come out to inspect the addition above the Ooh La La building.
	Motion to adjourn at 6:42pm by Miller, seconded by Dusing. Motion carried 5-0.
	Minutes submitted by: Approved by:
	Thomas A Schmitz, Clerk Brenda Bartz, Mayor