

1. Pledge of Allegiance
Call to Order
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 Brenda Bartz, Richard Johnson, Jeanne Dusing, Ken Warren, and Tony Miller. The meeting was called to order at 5:30 pm by Mayor Bartz. Also in attendance were Steve Despiegler, Nancy Peterson, Shelly Roscoe, Chad LeClair, Marcy LeClair, Courtney Ceroll, and Administrator Schmitz.
3. Consent Agenda
 - a. Approval of Minutes
A motion made by Dusing seconded by Miller to approve the minutes of the Regular meeting of 07/22/13. Motion passed 5-0.
 - b. Approval of City bills
Following presentation and discussion of the bills it was moved by Warren 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.
4. Building Permits
Building permits presented for:

Greg German – Block 005 Plateau Addition East to fix the floor and doors, shingles and paint all building on his property; David Nigg – 101 Broadway to add a 16’ X 20’ deck & new shingles on either 1/2 or full house; David Duffield – 505 5th St No to construct a 42’ diameter X 38’ high grain bin with cement floor on their irregular lot bordering the SW corner of Auditor’s Plat #7; and Kathy Bartz – to overlay a roof with metal and paint it on one of her rental houses. A motion was made by Warren to accept the building permits as presented, seconded by Dusing and passed 5-0.
5. Visitors
Steve Despiegler presented the annual financial report to the council. Based on the financial requirements of the Relief Association’s Special Fund for the 2013 calendar year, the required contribution is \$2,877.00. The City has established a levy to go towards the Fire Relief Association annually in the amount of \$3,000.00. Despiegler requested the additional contribution of \$2,877.00. A motion was made by Warren to provide the additional contribution of \$2,877.00 to the Fire Relief Association, seconded by Miller. Motion carried 5-0.

Marcy LeClair presented a statement and request by several concerned citizens and employees of the municipal liquor store. The statement is regarding 3-Point Smear and Drink Chips at the Browns Valley Liquor Store. A decision will be made when the appointed council members of the liquor committee and administration meet. A recommendation will be brought to the next city council meeting.
6. Communications
A letter was presented from Kathy Sletto in regards to the Wheaton – Browns Valley Housing Rehabilitation Project. The Cities of Wheaton and Browns Valley received \$354,750 from DEED to repair 15 homes (approximately half in each city). Some rehab jobs have come in under budget, and it appears that we will have enough funding to repair 17 homes, instead of the 15 originally proposed. So far, we have received 40 applications from Wheaton households and 32 applications from Browns Valley households.

The status of the applicant households:
Wheaton Households:
 - 8 jobs are completed.
 - 1 job has been awarded and construction is in progress.

- 27 households are on the waiting list.
- 4 households have been found to be over-income, ineligible, or have withdrawn their applications.

Browns Valley Households

- 7 jobs are completed.
- 1 job has been awarded and construction is in progress.
- 24 households have been found to be over-income, ineligible, or have withdrawn their application.

7. Unfinished Business

The contract between the City of Brown Valley and the Traverse County Sheriff’s Office was brought before the County Board at their last meeting. The Board voted to approve the contract starting on 1/1 2014.

8. New Business

Richard Johnson has been requested to ask the Council if it is possible to make request to the business owners and employees to park at the rear of the stores instead of on Broadway. This request was presented because of issues with parking along the block where the Post Office is located. After discussion it was decided that Johnson would make a courtesy call to these employers requesting them to utilize alternate parking areas.

9. Departmental Reports

Administrator

Schmitz reported on sales and profit / loss at the liquor store. He will be monitoring and giving a monthly report to the Council.

WSN and USDA Rural Development has asked the City to decide on one of three options for the placement of the lift station on West Broadway as a proposal of the chosen location will need to be made to the State Historical Preservation Office for their approval. After discussion, Option 2’s location on the City’s property where the coliseum stood was chosen.

Adjournment

Schmitz will be attending the annual health insurance meeting at Lakes Country Service Cooperative in Fergus Falls and sales and use tax for local governments meeting in New York Mills. The new 2014 sales and use tax legislation will be discussed.

A motion to adjourn was made by Dusing at 6:05pm, seconded by Miller. Motion carried 5-0.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Brenda Bartz, Mayor