

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, Jeanne Dusing, Ken Warren, and Tony Miller. The meeting was called to order at 5:30pm by Mayor Bartz. Also in attendance were Tom Schmitz, Tony Serocki, Matt Franzese, Bernice Piechowski, Kathleen Borgheiinch, Shirley Hoffman, LaRayne Ingemunson, Kathleen Serocki, Joyce Pelzel, Shelly Roscoe, Brian Peltier, and Greg Peickert.

Minutes

Dusing made a motion to approve the minutes of the March 25, 2013 regular meeting. The motion was seconded by Warren and the motion passed 4-0.

Bills

Following presentation and discussion of the bills it was moved by Johnson and seconded by Miller 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 Tanya Brick at 511 1st Ave SW, total remodel; replace wiring, plumbing, shingles, and possible windows. A motion made by Johnson, seconded by Dusing to accept the building permit. Motion passed 5-0.

A building permit was presented for Mike Piechowski at 120 Jefferson St So to replace the shingles on his house. A motion made by Dusing, seconded by Miller. Motion passed 5-0.

Communications

City Board of Appeals will be held April 9, 2013 at the library meeting room. Bartz, Miller, Dusing, and Johnson will be present at this meeting.

Unfinished
Business

Schmitz contact Deputy Wright regarding the 10pm curfew siren to identify any city, county or state ruling where it still needed to be blown. Wright replied that the curfew siren is governed by the city so the time can be changed or eliminated. Johnson made a motion to eliminate the 10pm siren, seconded by Dusing. Motion passed 5-0.

Schmitz reported that he had asked Bernice Piechowski about the requirement for keeping the internet turned on during non-library operating hours. He reported that the library pays for a pack of licenses so there could be up to six or seven computers operating on wifi while sitting in the parking lot or alley.

Schmitz updated the council regarding the 20 acre farm land that is currently up for bids. The gentleman had informed Schmitz that fall prep work was already done. No contract was found but was identified by a spreadsheet that the contract was ending 12/31/12. Council discussed various methods to handle the bidding process and length of the next contract.

New Business

Schmitz informed the council that the values of the sewer pond land has increased from last year.

In June, MNDOT will be reworking the intersection corners and ADA access ramp along Hwy 28 / Broadway.

Schmitz presented the council with an estimate on remodeling one of the smaller rooms at the Community Center to create a handicap accessible bathroom. Council was presented with an estimate from Greg Schmidt Construction. The electrician and plumber would not give a firm

bid due to not knowing what they will find when opening up the walls. Greg Schmidt had mentioned that the final cost of the bathroom may be more or less than the amount on his estimate but thought that he had enough wiggle room in it to where the final amount would not exceed his estimate. Warren made a motion to accept the estimate from Greg Schmidt Construction for the amount of \$6,400.00, seconded by Miller. Motion passed 5-0.

Shirley Ecker had called Schmitz to inform the city that there may be a grant available to replace windows at Sam Brown's Cabin.

The council reviewed the quarterly newsletter. It included a three month report of law enforcement calls in the City of Browns Valley and Folsom Township.

Schmitz has two bids for cleaning of the liquor store. Bids included: wiping down bar, light fixtures if needed, removing bottles from shelves, cleaning shelves and bottles, vacuuming carpet, and scrubbing floors. A motion made by Warren, seconded by Johnson to accept the bid from Becker Cleaning Services for \$150. Motion passed 5-0.

Administrative
Report

The auditor's report for the liquor store was discussed. Various methods of checks, balances and accountability were discussed, along with the lack of communication between the liquor store and city hall. Bartz shared that she had spoken with other communities with municipal liquor stores that may have had the same types of problems that there are in Browns Valley. In the City of Cleveland the management of the liquor store was moved to city hall where all ordering, scheduling, daily deposits and any other management decisions are made. They have been operating under this method for the past two years. This last year the store showed a net profit of over \$25,000. Bartz made a motion to move the management of the liquor store to city hall. The motion was seconded by Johnson and passed 5-0. Schmitz will speak with Peterson during the week about the changes.

The establishment of a business plan for the liquor store was discussed. Preliminary numbers can be put together quickly but sales reports won't be able to be established until the store opens.

Schmitz presented two estimates before the council. One estimate is to strip and four coats of wax the floor in city hall, the second estimate is to replace the floor. The council recommended having Becker strip and wax the floor this year and budget to replace for future years.

Morgan Bartz finished the emergency medical responder training and will be joining the ambulance service.

Schmitz handed out liquor store policies that he would like to use in the store. He asked the council to review the policies as he would like to issue them to bartenders when they interview or before the store opens. Schmitz would like to have the policy manual finalized at the next regular council meeting.

He also shared interview questions that he intends to use during the interviews of the bartender.

Schmitz will be attending the clerk's academy the week of April 22nd.

Adjournment Motion to adjourn at 7:05pm by Dusing, seconded by Johnson. Motion carried 5-0

Minutes submitted by:

Thomas Schmitz, Administrator/Clerk

Approved by:

Brenda Bartz, Mayor

