

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. Also in attendance were Bernice Piechowski, Curt Powers, Jeff Nelson, Matt Franzese, and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Bartz.

Minutes Upon motion from Warren seconded by Dusing and carried 5-0, council approved the minutes of the September 23, 2013 regular meeting.

Bills Following presentation and discussion of the bills it was moved by Dusing with a second by Warren 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 bills be and is approved as presented.

Motion passed 5-0.

Building Permits Council review profits / losses of the liquor store. There was a loss of \$4,493.52 for the month of September.

The following land use permits were presented to the council:

- Rebecca Bucklin – Remove windows to install a patio door and install additional windows within six months
- Dewayne Johnson – Install painted steel on garage roof
- Jason Ziebarth – Add a pitched roof over store.

Upon motion from Miller seconded by Dusing and carried 5-0, council approved the building permits listed above.

Visitors Curt Powers presented an update of the Browns Valley Celebrates committee activities. The next meeting will be October 30 in the library meeting room. Powers did ask for logistical support from the City during the sesquicentennial.

Communications Council reviewed a complaint sheet regarding a barking dog.

Council read an update of the Wheaton – Browns Valley Housing Rehabilitation Project. All jobs in Browns Valley are done except for one that is nearing completion.

There is a flu shot clinic on October 15 at the Community Center.

Council reviewed a flyer from the Browns Valley Education Foundation regarding an upcoming fund raising event.

Following presentation and discussion of the commitment to the WCI Endowment it was moved by Dusing with a second by Warren 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 \$500.00 be made toward the extended commitment to the WCI Endowment Fund.

Motion passed 5-0.

Council reviewed a letter from Dianne Reinart, Traverse County Assessor, regarding the training

and certification of the council member to the Local Board of Appeal and Equalization. Johnson has taken the training and is a member of the Board until the end of 2014.

Unfinished
Business

Council reviewed a flyer of an upcoming event at the library. The event is the photographer Doug Ohman who will present photographs and stories of the Mighty Mississippi.

Resolution
13-06

After discussion regarding the type of media to use for the advertisement of City lots council agreed that advertising will be done on the City Website and Craigslist.

Following presentation and discussion of the revision to the employee handbook it was moved by Warren with a second by Miller that the following resolution be adopted.

RESOLUTION NO. 13-06

**A RESOLUTION ADOPTING AMENDMENT #1 TO THE
CITY OF BROWNS VALLEY EMPLOYEE HANDBOOK**

WHEREAS, on November 10, 2010, the Browns Valley City Council adopted a City of Browns Valley Handbook; and

WHEREAS, the purpose of the Handbook is to communicate with employees about the City's expectations for employees and to answer questions about basic employment issues; and

WHEREAS, the need for clarification of certain language and changes in City policy or state and federal law make it necessary to make certain changes to the Handbook.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of Browns Valley, Minnesota:

1. That Amendment #1 to the City of Browns Valley Employee Handbook, attached hereto as Exhibit A and by this reference incorporated herein, is hereby adopted; and
2. That this resolution shall become effective immediately upon adoption.

ADOPTED this 14th day of October, 2013

In Favor	<u>Miller, Dusing, Warren, Johnson, Bartz</u>
Opposed	<u>Ø</u>
Absent	<u>Ø</u>
Abstained	<u>Ø</u>

BROWNS VALLEY CITY COUNCIL

Brenda Bartz
Brenda Bartz, Mayor

ATTEST:

Thomas A Schmitz
Thomas Schmitz, City Administrator

Motion passed 5-0.

Council reviewed health insurance increase and coverage for 2014.

Council was updated on the status of the agreement with Roger and Janet Haanen.

Sisseton Realty and 1st Choice Realty will co-list the sale of the liquor store.

New Business

Council unanimously accepted the draft of the third quarter City Newsletter.

Continued monthly fund losses at the liquor store generated discussion regarding closing on-sale with off-sale being continued or remaining at status quo until the upcoming public meeting.

Revenues and expenses were compared between the current on-sale/off-sale operations to an only 60 hour per week off-sale operation. The months of August and September were used for the comparison showing that there is still a loss of revenue but only a smaller amount.

Upon motion from Bartz seconded by Dusing and carried 4-0, council approved the operation of the liquor store to remain at status quo until the public meeting on November 25, 2013 with Warren apposed.

Council reviewed health insurance rate increase and benefits.

Council will discuss budgeting for economic development at a later date.

Land bids for two ten acre parcels of farm land were opened at 6:00pm. Jeff Nelson was the only bidder placing a bid price of \$150.00 per acre.

Departmental
Reports

Upon motion from Warren seconded by Miller and carried 5-0, council approved Nelson's bid of \$150.00 per acre for three years ending December 2016.

Administrator

None.

Adjournment

Motion to adjourn at 6:10pm by Dusing, seconded by Miller. Motion carried 5-0.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Brenda Bartz, Mayor