

- 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 were: Bob Zabel, Zabel Insurance; Neil and Darla Bergeson, Dakota Waste Solutions; and Jeff Borgheiinck; and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Bartz.
- Minutes Upon motion from Miller seconded by Warren and passed 5-0, council approved the minutes of the October 27, 2014 Regular Council meeting minutes.
- Bills Following presentation and discussion of the bills it was moved by Warren with a second 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 bills be and is approved as presented.
- Motion passed 5-0.
- Building Permits Melissa Birkholz, 112 E Broadway Ave – Install siding on house; Kathy Bartz, 21 6th St No - install metal roof on house and Kathy Bartz – 14 Park St No reside the house.
- Johnson asked if the City requires a building permit to reside a house. Schmitz affirmed that statement.
- Upon motion from Miller seconded by Dusing and passed 5-0, council approved the two building permits for Kathy Bartz. Schmitz will contact Birkholz that she does not need a permit for installing siding on the house.
- Visitors Bob Zabel presented a program that he and Jeff Borgheiinck will provide a \$500 EMT recruitment bonus to people that join the ambulance service, sign a contract and take and pass the EMT class.
- Zabel then presented his offer to be agent of record for the City's liability and comprehensive agent. He offered to withdraw his previous offer and let the City council decide what percentage they are willing to pay Zabel Insurance to be the agent of record for the next three years. After discussion, Schmitz was instructed to call Matt Franzese about the legality of the counter offer. The discussion was tabled until the next council meeting.
- Bryan Bye, Widseth Smith Nolting, attended the meeting by cell phone. He explained the wastewater project's second change order for additional work required to be done on the sewer project. The first item on the change order was to provide a horizontal adjustment from the force main to the center pivot of the irrigator. The second item is to replace 130 feet of water main to maintain the 10 feet horizontal distance requirement between the sewer main and water lines. The third item is the additional work and materials required to rebuild the streets on the north end of town by providing a good base material so that there are no issues with the streets in future years. The work on the changes orders are within the contingencies budgeted for the project. The change orders include labor and material that may not be required as the project progresses. The

project will only be billed for the amount of labor and material in change orders that are required to complete the project to engineered specifications. The total amount for this change order is \$186,714.13.

The Bye also explained the work performed on the second partial payment. This partial payment includes work that has been completed during the last month.

Upon motion from Warren second by Miller and passed 5-0, council approved Change Order #2 in the amount of \$186,714.13.

Upon motion from Dusing second by Johnson and passed 5-0, council approved Partial Payment #2 in the amount of \$308,372.18.

Communications

Council was given a document titled, "The Agent's Role and Compensation in LMCIT" for their review.

A reply to a grant application from Kelly Asche of the UMM's Center for Small Towns – Connecting Students in Communities grant program was reviewed. The document stated that the grant was not a good fit for the City of Browns Valley, but there are other resources that may be of benefit for the City. Schmitz and Asche have set up a meeting to discuss alternative resources available to the community. After the meeting the economic development committee will be given a presentation of these resources.

Council was given a report of the Minnesota Department of Health's Sanitary Survey Report for the Browns Valley Public Wastewater System (PWS).

Unfinished
Business

None

New Business

Upon motion from Warren second by Miller and passed 5-0, council approved the three year contract with Dakota Waste Solutions

Council reviewed an agreement contracting Northland Securities to file a limited disclosure with the Securities and Exchange Commission. The disclosure is required to be filed annually for Cities that do not have more \$10 million in debt. The amount that the City will pay for this service is \$435.00. Northland Securities filed this form for the City in 2013.

Upon motion from Dusing second by Johnson and passed 5-0, council approved to contract with Northland Securities to file the limited disclosure form.

Review of the Precinct of Browns Valley, State of Minnesota from the State General Election held Tuesday November 2, 2014 utilizing the individual election tally, absentee ballot, and write-in vote results were completed and certified.

Upon motion from Dusing second by Johnson and passed 4-0, council approved election results of the Precinct of Browns Valley, County of Traverse, State of Minnesota State General Election. Warren abstained from voting. Certification will be forwarded to the County Auditor.

The contract for City Attorney was tabled until the next meeting when he will be attending.

Upon motion from Dusing second by Warren and passed 4-0, council approved the contract renewal for City Administrator. Johnson opposed.

Schmitz asked the council if they would consider hiring an ambulance manager after the first of the year. Schmitz was asked to inquire with the ambulance if there is anyone interested in the position before he considers advertising in the paper.

Ways to reduce City expenses has been discussed several times. The staffing of departments has been one of the topics.

The end of the year is fast approaching. Recommendations of ways to reduce the levy will be one of the major focuses.

Upon motion from Dusing second by Johnson and passed, council closed the session to discuss Union negotiations.

Upon motion from Johnson second by Warren and passed, council opened the meeting. Council discussed plans going forward with negotiations.

Adjournment

Upon motion from Johnson second by Dusing and passed unanimously, the meeting was adjourned at 7:20pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Brenda Bartz, Mayor