

The Pledge of Allegiance was recited by those in attendance.

The regular council meeting of the City of Browns Valley, MN was held at City Hall. Council members present were Harold Hansen, Mike Heck, Jeanne Dusing, Tony Miller, and Ken Warren. Also in attendance were Auditor Sarah Utsch, Building Inspector Mike Jacobson, U of M Extension Nutrition Educator Maggie Yutrzenka, Attorney Franzese, Bernice Piechowski, Tanya Brick, Tony Serocki, and Tom Schmitz. The meeting was called to order at 5:33pm by Mayor Hansen.

Consent Agenda

Upon motion from Heck seconded by Miller, the council unanimously approved the minutes of the March 14, 2016, Regular Council meeting.

Financial Report

Motion by Dusing seconded by Warren, the council unanimously approved the financial report.

Bills

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon motion by Dusing and a second by Hansen with the exception of paying WidsethSmithNolting in the amount of \$1,110.00, that the council unanimously passed the following resolution:

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Browns Valley that the payment of the following city bills and payroll be and is approved as presented.

Prepaid claims: \$574.12 Claims for approval: \$20179.20 Wages: \$18,168.00

Motion passed 5-0.

Memorials/Donations

Donations to the ambulance service include: Dianne and Jerry Johnson for \$20.00 in memory of Marietta Heck; Darlene Schanaman for \$5.00 in memory of Marietta Heck; and \$4,824.61 the South Dakota Ambulance District. Donations to the library include: Bernice Piechowski for \$25.00 in memory of Marietta Heck and Chet Bigelow for \$25.00 in memory of Janet LeClair. Warren moved to approve and accept the generous donations given to the City and/or its departments seconded by Miller and passed 4-0.

Building Permit

Motion by Dusing with a second by Miller, council unanimously approved the building permit from the Browns Valley Elevator to remove a damaged bin and replace with new.

Visitors

Mike Jacobson and Trevor Wright red tagged three houses. Mike explained that once a house is red tagged the people living in it are given a letter from the City explaining that they must move from the house until the identified issues with the house have been corrected. The people do not have to remove their belongings. Once the houses are red tagged, it gives the inspector authority to inspect the house to identify other issues that may be a safety or health hazard for those living there.

Maggie Yutrzenka addressed the council to invite them to a meeting that will be held on April 5 from 3:30 to 5:30 at the Library. She reported that Browns Valley was selected for a grant called Healthy Eating and Healthy Community. The public is invited to help identify health concerns in the community.

Sarah Utsch, representing CliftonAllenLarson LLP, presented the City's 2015 financial statement. Motion by Miller with a second by Dusing and passed unanimously, that the council received the financial statement for the 2015 audit as presented.

Correspondence

The library minutes from February 16, 2016 were reviewed.

Several complaints have been filled out regarding dogs barking on the north side of town. Schmitz will submit a letter to the sheriff asking them to begin the procedures to enforce the ordinance.

Flyer for the Healthy Eating and a Healthy Community.

The Board of Appeal and Equalization of the City of Browns Valley is scheduled for 1pm on Wednesday, April 6 in the library meeting room.

Old Business

Motion by Dusing with a second by Heck, council unanimously approved to provide a water meter and meter pit for David Duffield for lots within the City limits that will be used for grazing cattle. Meter and pit will be provided when he decides he needs it.

New Business

Motion by Dusing with a second by Hansen, council unanimously approved to not extend the operation hours at the Browns Valley Liquor Store to 2am.

Motion by Hansen with a second by Dusing, council unanimously approved the renewal of Club License for the Browns Valley American Legion and On-sale/Off-sale Intoxicating Liquor License for the Browns Valley Liquor Store.

Department Reports

Public Works

Serocki reported that bidding on excavation and/or tarring by more than one contractor is not feasible in a smaller community. Local contractors provide emergency work. Serocki asked that if the City requires the locals to bid on other work, and they do not receive the bid, will they want to continue to provide emergency services in the future. The discussion is related to the paving company completing the required amount of paving on the sewer project and then another company trying to meet up with the already completed portion of the street resulting in a completed project looking like a jigsaw puzzle.

Serocki reported that he would like order air conditioning in the next skid loader. It is a one-time cost of \$1,000.00 and then all future skid loaders would have this accessory. It would be a benefit to the public works department and worth more value when traded back in.

Ambulance

Tanya Brick reported that mutual aid contracts have been sent to neighboring services. Copies were given to the council. There will be an EMS simulator present during the next ambulance meeting. It is set up with various types of advance training mannequins that the crew will be able to conduct training. The program is provided by a Hensley grant that is offered to emergency medical service services in South Dakota. Browns Valley is able to benefit due to remaining unused grant funds and that the crew provides services in South Dakota.

Library

Bernice Piechowski reported that she has been writing grants. The library has several programs coming in the near future.

Fire Department

Chief Bartz reported that the fire department is preparing for the annual fish fry on April 23. Several pieces of government surplus equipment were picked up from the DNR site in Duluth. Bartz discussed where the tanker truck can be stored. The chief and council has discussed changing out the overhead doors with one large door and removing the wall to their training room to accommodate the length of the tanker truck.

Tony Serocki reported that he has been trying to identify sign reflectivity standards. The rules and timelines have changed over the last several years. Serocki has contacted Larry Haukos several times regarding sign reflectivity. Haukos couldn't give a definite answer to Tony's questions. Serocki reported that damaged cord for the pump on the lift station #3 will be shortened and repaired as the cut is close to the pump.

Serocki reported that the pumps on #1 lift station do not work as well as other pumps that the City has. The new pumps are the same size but trip off during startup.

Attorney

Franzese explained how his fees are calculated between the financial responsibilities of the city and/or when they become the financial responsibility of the county. He also explained that mailing addresses are calculated in the boundaries of whether city or county.

Administration

Schmitz reported that he checked the number of hits on the City's website. The website was looked at 10,392 in the past month. He is unable to identify how many hits there are in the month on the FaceBook page.

Schmitz reported that he contacted the DNR to ask what the clearance needs to be between the water and a bridge, should a bridge be installed over the river to provide access to Backus Field and the City Park. He was told that there needed to be between three and four feet, or the space to allow someone in a kayak to paddle underneath of the bridge. The Council has discussed the possible placement of a bridge or dock between the City-owned lots on either side of the river to provide this access. Schmitz provided price examples of various lengths of bridges. Schmitz will contact MN DNR to ask if box culverts can be used for this purpose.

Schmitz reported that there have been a number of mechanical issues with the 2002 ambulance. He asked if there was a replacement schedule established to trade off vehicles before they had too many miles or passed a certain age. Schmitz and Brick will continue to do research on this.

Moved by Dusing with a second by Warren and passed unanimously, the meeting was adjourned at 7:30pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor