

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 Harold Hansen, Neil Madison, Mike Heck, Tony Miller, and Ken Warren. Also in attendance were Bernice Piechowski, Brad Bartz, Tanya Brick, Matt Franzese, and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Hansen.

**Additions to the Agenda**

1. Building permit: Wayne Hoffart
2. Amendment to Ordinance Section 91.04
3. Question regarding thank you notes for donations to City departments

Upon motion by Heck with second by Warren, council unanimously approved the additions to the agenda.

**Consent Agenda**

Upon motion from Warren seconded by Miller, the council unanimously approved the city council minutes of the June 12, 2017.

**Financial Reports**

Motion by Warren with second by Madison, council unanimously approved the financial report from 06/26/17.

**Claims**

Following presentation and discussion of prepaid claim, claims for approval, and wages, upon motion by Heck and a second by Miller, 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 is approved as presented.

Prepaid Claims: \$30.09                      Claims for approval: \$21,623.29                      Wages: \$7,894.10

**Memorials/Donations**

Motion made by Miller with second by Warren to accept the following donations to these city departments:

In memory of/from	Department for Donation	Amount donated
Harlyn Bartz/Bill & Marlys Randall	Ambulance	\$20.00
H Bartz/Carol Bartz	Ambulance	\$135.00
H Bartz/William & Joann Nig	Ambulance	\$20.00
H Bartz/Ken & Darlene Schaunaman	Ambulance	\$10.00
H Bartz/ William Appel	Ambulance	\$25.00
H Bartz/S.J. Ecker	Ambulance	\$10.00

**Building Permit**

Motion by Miller with second by Heck, council unanimously approved the building permit for Henry Halbert at 312 4<sup>th</sup> St. So. to shingle garage roof.

The building permit for Wayne Hoffart was tabled until the council receives a report from the building inspector.

## **Citizen Complaints**

Formal complaints were made regarding dogs barking at 112 6<sup>th</sup> St. So. and 779 West Broadway. Schmitz will contact the sheriff's office.

## **Correspondence**

Library Board of Trustees meeting from May 15, 2017.

## **Old Business**

A structural engineer inspected 329 W Broadway on June 20 to identify if the wall between Union State Bank and this building are shared and if the removal of 329 W Broadway would compromise the structure of the bank. At the time of this meeting, there has been no report given to the City. The matter of what the City will do with the building was tabled until an inspection report has been received.

Motion by Miller with second by Heck, council unanimously approved Amendment To Ordinance Section 91.02(B)(2) An Ordinance Dealing With The Licensing Of Dogs Within The City Limits Of Browns Valley

Motion by Miller with second by Heck, council unanimously approved Summary Of Ordinance Amending Section 91.02(B)(2) A Summary Of An Ordinance Dealing With The Licensing Of Dogs Within The City Of Browns Valley.

## **New Business**

The Minnesota Legislature has approved the off-sale of liquor on Sundays starting July 2, 2017. Hours allowed for a liquor store to be open are from 11am and 6pm. The City has the right to restrict or reject a store to be open on Sundays. Browns Valley's City Ordinance says that the city follows State Statute. The sale of On-sale liquor is still not allowed on Sundays.

## **Department Report**

### **Fire Department**

Bartz reported that the semi water truck will be taken to Hankinson, ND to paint the trailer.

The fire department and ambulance service pooled a West Central EMS equipment grant together to purchase five (5) pagers that will be shared between both departments.

Bartz also reported that all paging and radio transmission is being done on a State operated tower and the Easter tower is no longer being used.

### **Library**

Piechowski reported that they had their annual taco lunch on June 23<sup>rd</sup>. Summer programs have started with musician Ralph Covert this day, June 26. On Wednesdays the library has their program Design By Reading. She reported that attendance at the different programs has been 35 up to 73 adults and children. Piechowski provided a host of upcoming programs for the summer.

### **Ambulance**

Brick reported that the Beardsley Fire Department invited the Browns Valley emergency services for a pork feed on July 15. They will be hosting a public demonstration on a car extraction so that the public can see how some of the equipment works.

The Beardsley crew will also be hosting an emergency vehicle operations course this summer. They have invited the Browns Valley crews to participate on this giving all services a chance to work together without being in an emergency situation.

Seven of the nine EMR students have passed the certification and are taking on-call shifts.

### **Attorney**

Franzese presented a draft of Amendment To Ordinance Section 91.04 An Ordinance Dealing With The Regulation Of Farm Animals Within The City Of Browns Valley. Council is to review between meeting and a finalized copy will be available at the next meeting.

### **Council**

Warren asked when donations are given to the city departments if thank you notes are sent to the party's that gave them.

Warren also made a recommendation that a Welcome letter be drafted for new residents in the City. The letter would state pertinent items that every resident should know whether they rent or own a house. Landlords would be asked to pass the letter on to new tenants as they move in.

### **Administrator**

Schmitz reported that he has contacted Roy Klemm to ask where he is with moving to town. He has an issue with his responsibility hooking up to the sewer main. Many of his friends have stated that this shouldn't be his responsibility. The City requires that a new connection to the sewer main be the responsibility of the new resident. Schmitz has contacted several other cities asking what their ordinance states to find out that they have the same requirements as Browns Valley. Schmitz will contact Roy prior to the next meeting letting him know what he found in the City's ordinance as well as other city ordinances.

Schmitz provided an update on the progress of finalizing the sewer project. The contractor has several punch list items that he hasn't completed.

The City was notified that it will be receiving a check from MN DOT's Small Cities Assistance Grant in the amount of \$10,177.00 to use for maintenance of roads and highways.

Schmitz passed along information from T Serocki that vandalism has increase since the start of summer.

It has been mentioned by council members about the amount of paper being used for agendas. Schmitz asked if the council would approve of purchasing a larger computer monitor that can be used during council meetings. The agenda, as well as, pertinent training materials could be projected onto the monitor during council meeting and workshops. With the purchase of the computer monitor paper copies of the agenda will not be made, but still sent out electronically through email on the Friday prior to meetings. Paper copies of the claims would still be available for council meetings. The council voiced their approval for the purchase of the monitor.

Council members Miller and Madison conducted an inspection of the city since the last council meeting. The inspection identified properties in which abatements should be sent out to the owners. The pictures were reviewed by the council.

A letter and binder with pictures from a legal firm representing K Bartz was received over the weekend. The council reviewed the letter and pictures. The pictures identify several properties that should have abatements sent to their owners.

Moved by Heck with a second by Miller and passed unanimously, the meeting was adjourned at 06:32pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor