

Browns Valley Regular City Council Meeting Minutes  
October 13, 2014

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; Larry VanHout, Jana Borgheiinck, Jeff Borgheiinck, Sherry Borgheiinck, Harold Hansen, Curt Powers, Greg Peickert, Tanya Brick, Tony Serocki, Matt Franzese, and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Bartz.

Minutes

Upon motion from Miller, second by Johnson and passed 5-0, council approved the minutes of the September 22, 2014 Regular Council meeting.

Bills

Following presentation and discussion of the bills it was moved by Dusing with a second by Johnson 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

Upon motion from Miller, second Warren and passed 5-0, council approved building permits for:

Cory Hoffman – 212 Church Street to roof his home with steel;

Harvey Lewis – Plateau Addition Block 39 Lots 1 & 3 to build a 16 X 32 foot addition onto his home; and

Traverse County Highway Department to move a 30 X 30 foot building from Beardsley to the north side of the recycling center.

Visitors

Larry VanHout of Widseth Smith Nolting gave an update on the progress of the wastewater project. Pipe has been installed along 2<sup>nd</sup> Ave No and 2<sup>nd</sup> St No. The contractor ran into silt and clay along 2<sup>nd</sup> St No and Blaine. At this point, the contractor is not going to excavate more roads until the existing work has been done. Reiner Construction will be providing a draft cost estimate to put fabric under the light duty streets that have been excavated. The estimate will be submitted to Rural Development for approval. All change orders will need Council approval before work can be done. The irrigator is operational and being used.

VanHout reviewed Change Order No. 1. The change order incorporates three items of work that were not included in the original bid. Change Order No. 1A, includes the excavation of dense areas of rocks and boulders along 2<sup>nd</sup> Ave No and 2<sup>nd</sup> St No. Rocks and boulders were not encountered at soil boring locations that were done prior to the project being bid. Change Order No. 1B, includes the temporary repair of a water main that was hit because it unexpectedly jogged from 10 west of the sanitary sewer main to directly over the centerline of the sanitary sewer main. There was no way to detect this change of direction of the water main. Change Order No. 1C, includes the water service repair at 310 2<sup>nd</sup> St No. The service was not marked at its actual location because the City does not have record drawings for the water service locations or the means to trace water services with locating equipment. The Change Order resulted in a total Contract price increase of \$10,570.36.

Upon motion from Dusing, second by Warren and passed 5-0, council approved Change Order No. 1 in the amount of \$10,570.36.

VanHout presented Partial Pay Estimate No. 1, in the amount of \$491,915.53. A detailed list of the project's progress was reviewed.

Upon motion from Dusing, second by Warren and passed 5-0, council approved Partial Pay Estimate No. 1 in the amount of \$491,915.53.

Curt Powers gave an update of BV Celebrates committee. He also attended to support the ambulance service. He is concerned about a letter sent to neighboring emergency response agencies about discussing the possibility of dividing up the Browns Valley Ambulance's primary service area between the surrounding ambulance services.

Communications A Citizens Complaint about a neighbor allowing their dogs to poop in theirs and neighbor's yards. Schmitz will send a letter to the offending resident.

Unfinished  
Business

The discussion regarding the lot behind Tim Hoffman's storage building has been tabled until the public works department is able to identify if the lot would have enough clearance space for utility work should it be rented out.

New Business

Schmitz presented two unpaid invoices that have been paid. They have been sent following procedures for collection of unpaid bills. They are for unpaid utilities in the amount of \$130.12 for MP 20-0048000 and mowing in the amount of \$83.74 for MP 20-0006000.

Upon motion from Dusing, second by Miller and passed 5-0, council approved Resolution Numbers 14-17 and 14-18. A Resolution by the Browns Valley City Council Requesting the Auditor of Traverse County to Impose a Special Assessment.

Flu shots are available to City employees and council members on October 16, from 9-1.

Union negotiations will enter mediation on November 10.

Franzese shared the fact sheet regarding electronic communications between council members.

Department  
Reports

Council approved this publication of the City's quarterly newsletter.

Administration RFP's for Insurance Agent of Record will be opened at the next meeting.

Adjournment Upon motion from Miller second by Johnson and passed unanimously the meeting was adjourned at 6:32pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Brenda Bartz, Mayor