

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 Brion Bye of WidsethSmithNolting, Don Metz, Todd Johnson, Bernice Piechowski, and Tom Schmitz. The meeting was called to order at 7:30pm by Mayor Hansen.

Additional items were added to the agenda: Additional claims to be paid,

### **Consent Agenda**

Upon motion from Warren seconded by Heck, the council unanimously approved the minutes of the August 24, 2015, Regular Council meeting.

### **Bills**

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon motion by Dusing 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 and payroll be and is approved as presented.

Prepaid claims: \$83.43, Claims for approval: \$21,885.14, Wages: \$10,999.68

Motion passed 5-0.

### **Memorials/Donations**

A donation to the ambulance service from Harlyn and Carol Bartz in memory of Delorus Domarus in the amount of \$10.00. Miller moved to approve and accept the generous donations given to the City and/or its departments seconded by Warren and passed unanimously.

### **Building Permits**

Council reviewed building permits from Dianne and Jerry Johnson at 215 Washington Street South to move in a storage building from Dakota Storage Buildings from Milbank, Joe Sterling at 779 West Broadway to remove slate shingles and replace with asphalt shingles, Beverly Raw at 302 Renville Street to shingle her house and garage, and Vi Schildt at 424 Blaine Avenue North to shingle the garage attached to her home. Upon motion from Dusing seconded by Heck, that the council unanimously approved the building permits listed above.

### **Visitors**

Bryan Bye reported that the last sanitary sewer manhole was installed September 10<sup>th</sup>. The underground work has been completed. Bye provided an update of work that is currently being done and will be in the near future. Bye presented Change Order Number 6 and Partial Payment Number 8 to the council. Partial Payment Number 8 is for work done in August. The change order and partial payment may be viewed at City Hall.

Motion from Heck with second by Warren, the council unanimously approved Change Order Number 6 that reflects an increase of \$15,326.64.

Motion from Dusing with second by Heck, the council unanimously approved Partial Payment Number 8 in

the amount of \$596,234.99.

The next construction meeting will be held on October 2.

The five year contract for assessor services with Don Metz will expire 12/31/2105. Metz provided a new five year contract reflecting a 3% increase per year. Motion from Dusing with second by Miller, the council unanimously approved the five year contract with Don Metz.

Todd Johnson, Economic Development Manager, reported his activities for promoting new and existing business growth in the community. He explained the "Discover Browns Valley Challenge" Business Loan Incentive Program DBVC-BLIP. DBVC-BLIP follows the program used by the City of Princeton, Minnesota. The application packet has been added to the City's website.

Johnson provided a document identifying current and future projects that he would like to pursue as well as estimated costs for these projects.

Motion from Heck with second by Warren, the council unanimously approved \$1,000.00 for advertizing the BVVC-BLIP.

### **Communication**

Council reviewed a letter from Sheila Beutler of Coon Rapids, Minnesota. She recommends having better signage to the Plateau (Steers) Cemetery and the burial place of Sam Brown.

Council reviewed the annual statement from West Central Initiative and the Browns Valley Growth Fund.

### **Unfinished Business**

Schmitz reported that he has contacted neighboring entities that board dogs. The dog pound in Ortonville only boards dogs from Big Stone County and Tiffany Myrum does not have the ability to board dogs that are vicious. He also reported that he spoke with Pam Kraus of Wheaton. She has taken vicious dogs for quarantine from Wheaton. The owner is responsible to take the dog to her farm, care for it while in quarantine, and clean its living space. She would be able to assist us with our issues with vicious dogs. It does not help us when we have a dog where the owner has gone out of town and left it chained up to a tree.

Schmitz recommended that if we have this type of a situation and the owner is home that they deliver the dog to Kraus's and follow what she has set up.

### **New Business**

Schmitz contacted Park Region Telephone asking for a copy of the franchise agreement with the City. He found out that the agreement is scheduled to be updated. They are unable to add more channels to the existing arrangement. Park Region Telephone is working to bring broadband for television to Brown Valley.

Schmitz asked if the council wanted to stay with the existing healthcare coverage. Schmitz was directed to check with other insurance providers to get pricing for the same coverage.

### **Department Reports**

Piechowski reported that the open house for Melissa Bircholz was well attended. As recorded before, Melissa painted the mural in the library.

## **Administration**

Schmitz reported that he did send letters to landlords explaining the Minnesota Building Code and how it will affect them. He reported that he had spoken with our building inspector to identify if the City could grandfather in existing contractors that have worked in the city prior to the adoption of the Code. He was told that it would be up to the Council what they wanted to do and that we would pass a resolution stating who will be accepted as these non-licensed contractors.

Schmitz reported that Curt Powers had stopped by to give an update on the progress of the BV Celebrate committee. He said that the committee has asked if there could be water and electric installed at Riverside Park, put more lighting at Backus Field, clean up and paint bathrooms, and install brighter lighting in them.

Schmitz has been calling people asking if they would be willing to volunteer to be on the election committee. He has had success with the few that he has spoken with. He has a list of others that he will contact.

Schmitz reminded the council of the League of Minnesota City's requirement to have 5/12ths of its expenditures in reserve. It is at the Council's discretion whether that number is the amount in all funds or just the General Fund. Most cities keep this amount as a reserve in their General funds. With that said, the City should have between \$273,000.00 and \$277,000.00 in reserve funds available at all times.

Schmitz provided a preliminary budget showing a 2% increase over the 2015 budget. Council discussed other areas of the budget that may be reduced.

Warren expressed a concern about cutting employees income.

Council discussed law enforcement coverage in the community.

Motion from Warren with second by Dusing, the council unanimously approved setting time limits on agenda items.

Moved by Dusing second by Heck and passed unanimously, the meeting was adjourned at 10:11 pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor