

The Pledge of Allegiance was recited by those in attendance.

The regular council meeting of the City of Browns Valley, MN was held in the meeting room of the Public Library. Council members present were Mayor Mike Heck, Council Members Tony Miller, Neil Madison, Ken Warren and Ken Westbrook. Also in attendance were Library Director Bernice Piechowski, City Administrator Tom Schmitz, Fire Chief Brad Bartz, Ambulance Director Amber Metz and Jodi Hook. The meeting was called to order at 5:30 p.m. by Acting Mayor Warren, with Mayor Heck arriving shortly after.

Additions to the Agenda

Addition to the agenda were:

- Resurfacing of streets by Catholic Church by Traverse County

Upon a motion by Miller with a second by Westbrook, the Council unanimously approved the addition to the agenda.

Consent Agenda

Upon a motion by Warren and second by Madison, the Council unanimously approved the minutes of the Regular Council meeting of February 10, 2020.

Bills

Upon a motion by Warren and second by Westbrook, the Council unanimously passed the checks to be paid and employee wages.

Correspondence

Council reviewed:

- Library Board Minutes of January 21, 2020

Unfinished Business

Discussion was held on an update of 302 W Broadway. Upon a motion by Westbrook and second by Heck, the Council unanimously passed to authorize Attorney Franzese to evict the current resident.

Discussion was held on the Library furnace repair estimate from Hoffman Electric. There are rebates available that would help with the cost of the repair. Upon a motion by Miller and second by Warren, the Council unanimously passed to have Hoffman Electric repair the main furnace.

Westbrook inquired about how other towns pay their ambulance personnel. Ambulance supervisor Metz described how Browns Valley pays their people compared to other counties.

New Business

Upon a motion by Miller and second by Warren, the Council unanimously passed to adopt the 2020 Federal Mileage Rate of \$0.575. The Federal mileage rate dropped ½ percent in 2020.

Discussion was held on Otter Tail Power Company's Direct Install Program. A representative from Otter Tail Power Company had visited with Administrator Schmitz about the program and the rebates available.

Ambulance

Ambulance supervisor Metz had inquired to other ambulance departments and discussed the wages of ambulance employees in other towns.

Discussion was held on the oil leak in one of the ambulances.

Metz is looking for new recruits for the ambulance department.

Library

Library Director Piechowski discussed the lights in the library that have been replaced with LED lights.

The Library has received ten free books on adoption and foster care from a grant written by the Pope County Human Resources Department. Library staff has also been working on materials that have been received so far from the Alzheimer's and Dementia Grant that was written by the Douglas County Library.

Piechowski had been contacted by The Science Museum of Minnesota. They plan to come out to do an outreach workshop called Engineering Recovers and will be connected with the Lego Club on Wed., March 4th. There will be no charge for this program.

The Library has an adult program coming up in March.

Piechowski has done some Census report training. The goal is to have a better return rate from Browns Valley than the last Census.

Fire Department

Fire Chief Bartz reported that the Fish Fry is scheduled for April 18, 2020.

Bartz has been working with the Fire Marshall in the Willmar area which will give the Fire Dept SCBA gear. They will receive 21 free of charge with 31 tanks, the Fire Dept will just need to have them certified. They are Scott air pack which is a more premium pack than what the Fire Dept has now.

Bartz will apply for the Welk and Rau grants for turn out gear.

Bartz ordered ten pagers to replace old and worn pagers.

Administrator

The City Council welcomed Jodi Hook, who will be replacing Administrator Schmitz beginning in March.

Schmitz participated with two Censuses, working with building permits and new buildings.

The building inspector will be coming out for a special meeting to discuss different ways that the maintenance shop could be rebuilt.

Schmitz is working with the Audit and the IRS. Discussion was held on using a different bookkeeping system for the City. Upon a motion by Warren and second by Miller, the Council unanimously approved switching from Banyon Data Systems to CTAS for fund accounting and payroll systems, contingent upon Jodi's approval.

Discussion was held on replacement of culvert across Hwy 28 for the coulee project. Schmitz will call the Watershed District for more information.

Upon a motion by Westbrook and second by Miller, the Council unanimously approved to allow Traverse County to pile millings near Backus Field this summer. These millings will come from the street project near the Catholic Church.

Administrator Schmitz will be updating the city website.

The meeting adjourned at 7:10 pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Mike Heck, Mayor