

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 Acting Mayor Ken Warren, Council Members Tony Miller, Neil Madison, and Ken Westbrook. Also in attendance were Mary Hansen, Edith Foren, Donna Stewart, Richard Johnson, Ambulance Manager Amber Metz, Librarian Bernice Piechowski, Public Works Director Tony Serocki, and City Administrator Tom Schmitz. Mike Heck and Attorney Matthew Franzese arrived later in the meeting. The meeting was called to order at 5:30 p.m. by Acting Mayor Warren.

### **Additions to the Agenda**

Additions to the agenda were:

- MPCA permit in the amount of \$1,450.00
- Close meeting to discuss sale of property

Upon a motion by Miller with second by Madison, the Council approved with a vote of 4-0 the additions to the agenda.

### **Consent Agenda**

Upon a motion from Westbrook and second by Madison, the Council approved with a vote of 4-0 the minutes of the Regular Council meeting of April 8, 2019.

### **Financial Statement**

Upon a motion from Madison with second by Westbrook, the Council approved with a vote of 4-0 the financial statement for April 22, 2019.

### **Bills**

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon a motion by Miller and second by Westbrook, the Council approved with a vote of 4-0 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: \$0.00      Claims for approval: \$27,403.55      Wages: \$8,171.34

### **Building Permit**

Upon a motion from Miller with second by Madison, the Council approved with a vote of 4-0 the building permit for James Stallman at 114 West Broadway.

### **Correspondence**

The Council reviewed the March 18, 2019 minutes of the Browns Valley Public Library Board of Trustees.

The Council reviewed a letter from the Traverse County Auditor notifying them of two tax forfeited properties. Upon a motion from Madison with second by Westbrook, the Council with a vote of 4-0 approved to not purchase the parcels for public use and that the parcels are auctioned at public auction.

### **Unfinished Business**

The Council discussed the additional document that would be used should a resident want to build in the floodplain. Schmitz informed them that the City participates in FEMA's National Flood Improvement Plan (NFIP) and he thought that there were certain requirements when you are a "Participating City".

Upon a motion from Warren with second by Westbrook, the council voted 4-0 to table the discussion until Schmitz contact the flood plain representative to identify requirements the City needs to take when participating in the NFIP.

### **New Business**

The Council reviewed an e-mail from the Traverse County Soil and Water Conservation District regarding the mitigation of the river bank of the Little Minnesota River along Renville Street. Their engineer's estimate for project construction is quite high and the City was directed to get bids/cost estimates.

Upon a motion from Warren with second by Miller, the Council approved to table the conversation until bids have been gotten. The motion passed 3-1 with Madison voting no.

Upon a motion a motion from Madison with second by Miller, the Council approved with a vote of 4-0 to increase the cost of water usage by \$0.15/per 1,000 gallons and the cost of non-metered water from \$35.00 to \$40.00.

In 2013, the City Council approved a Complaint or Statement of Concern Policy identifying the process for making complaints. Schmitz provided a copy of it in the agenda to remind Members of the policy. Anyone with a complaint is required to stop at City Hall and fill out the form otherwise it isn't a complaint that will be addressed by the Council.

Several members of the Browns Valley Historical Society attended the council meeting to discuss summertime hours at the Sam Brown Cabin and member(s) who have keys to the Sam Brown Cabin and Carnegie Library.

Upon a motion from Miller with second by Westbrook, the Council approved with a vote of 4-0 that Richard Johnson be the keeper of the keys to the Sam Brown Cabin and Carnegie Library.

Upon a motion from Miller with second by Westbrook, the Council approved with a vote of 4-0 Miranda Nelson onto the Browns Valley Ambulance Service.

### **Ambulance Manager**

Metz reported that the appreciation supper during EMS Week will be held at the American Legion on May 20<sup>th</sup>. A free-will donation will be requested.

### **Library**

Piechowski reported that the director of the Viking Library System has given her resignation.

A series of graphic novels that is geared for young boys was donated to the Library.

The last Saturday program for this spring will be held on May 3<sup>rd</sup>.

### **Public Works**

Serocki reported that they will be opening up the restrooms at the park and cleaning up City-owned lots.

He said that the pumps at the sewer ponds are running up to 12 hours in 24.

Serocki said that several areas on streets have frost heaves causing great damage to the asphalt. Once it dries out they will remove the asphalt and fill those areas with gravel.

He reported that the quick attach mechanism on the pay loader has a lot of wear and needs to be repaired. A business in Estelline that does this type of repair. Lee Hansen has a piece of equipment currently being repaired and can deliver the City's part when he picks up his equipment.

Upon a motion from Miller with second by Westbrook, the Council unanimously approved the repair of the quick attach mechanism on the payloader.

Serocki reported that the 1977 Ford gravel truck has seen better days. The I-beam frame is split and needs to be welded. He said that there are many areas on the box and frame that have been patched and welded already. Schmitz will advertize the truck for sale.

Serocki mentioned that Eastman Trucking has a plow truck that they would be willing to sell. Serocki will take it for a test drive and report back during the next council meeting.

WidsethSmithNolting is working to identify the best method to replace the elbows at number two lift station.

#### **Attorney**

Franzese will contact the attorney for Reiner Construction to let them know that May 30<sup>th</sup> will work to meet with them for the mediation of the sewer project.

#### **Administrator**

Schmitz will post a notice for a special meeting on Thursday, May 2<sup>nd</sup>, with John Tchida regarding code violations of the Browns Valley Liquor Store.

City Hall will be closed April 25<sup>th</sup> and 30<sup>th</sup> due to out of town meetings.

Sara Childers has asked if the Council minded it the Historical Society could open up a GoFundMe account for the Carnegie Library. Historical Society members recommended that it wait until to the date of the Pow Wow so it doesn't interfere with raising funds for that event.

Schmitz would like to open a saving passbook to be used for the deposit of the annual stipend when a new fire truck is needed. The passbook would be held in City Hall and only used for the \$10,000.00 that the City allocates for a new fire truck. He said that the ambulance service has a savings passbook already that the money can be allocated in.

Upon a motion from Miller with second by Warren, the Council unanimously approved the opening of a savings account for a fire truck fund.

The County Assessor will not be scheduling Board of Appeals meeting in Browns Valley for the next two years as there wasn't a trained council member at the last meeting.

Upon a motion from Miller with second by Madison, the Council unanimously approved to close the meeting pursuant for attorney client privilege.

Upon a motion by Miller with second by Heck, the Council unanimously approved to open and resume the regular scheduled meeting of the Browns Valley City Council.

Meeting was adjourned by Warren at 7:00 p.m.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Kenneth Warren, Acting Mayor