

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

Consent Agenda

Upon motion from Warren seconded by Madison, the council unanimously approved the minutes of the February 12, 2018, Regular Council meeting.

Financial Report

Motion by Heck seconded by Warren, the council unanimously approved the financial report.

Bills

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon motion by Madison and a second by Heck, 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: \$0.00 Claims for approval: \$14,316.88 Wages: \$8,033.16

Motion passed 5-0.

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
Rodney Affeldt	Ambulance	\$5.00
Big Stone County	Ambulance	\$2,500.00

Correspondence

Council members reviewed correspondence from:

- Elected Official’s Training for Emergency Response and Disasters April 18, Hoffman, MN
- LMC Legislative Conference for Cities March 21 & 22, St. Paul, MN
- Library Board of Trustees’ meeting from January 23, 2018
- Public Meeting Notice – Big Stone County Board of Adjustment

Old Business

Motion by Miller with second by Heck, council unanimously approved the appointment of Neil Madison to the West Central Initiative’s Economic Development District Board.

The council has reviewed three examples of purchasing policies. The council agreed to the second policy with recommendations. Schmitz will have the revisions finished for the next regular council meeting.

New Business

Motion by Heck with second by Miller, council unanimously approved the engagement letter from the City’s auditing firm CliftonLarsonAllen LLC.

Department Reports

Library

Piechowski provided a copy of the 16 year history of the library's circulation report.

Attorney

Franzese reported on several projects that he has been working on.

Motion by Heck with second by Madison, council unanimously approved the cost for filing fees regarding non-payment of EMS training.

Bryan Bye, WSN Engineering will be sending a list of unfinished items to Franzese. Franzese will draft a letter to Reiner Construction stating that money will be withheld until items are taken care of.

Administration

Schmitz reported that he spoke with Traverse County Soil and Water Conservation District (SWCD) and the County Auditor regarding the Lamers property along Renville Street. The property will be on the tax forfeiture list. The SWCD will not start the mitigation process along the river bank until it is sold at public auction or unless the City is interested in the property. If the City is interested, mitigation can then start at an earlier date.

Motion by Miller with second by Madison, council unanimously approve to have Administrator Schmitz notify the County Auditor that the City is interested in purchasing the Lamers property along Renville Street.

Schmitz reported that 308 W Broadway has been sold. The new owner has asked if he could move in to it as a part-time residence.

Schmitz reported his finding regarding CD interest rates between Union State Bank and Dacotah Bank in Sisseton. He is still waiting for information from First Independent Bank in Beardsley. He is expecting to receive this information on Tuesday. After discussion Schmitz was directed to plan on a special meeting on Thursday, March 1st at 8:30 am. at City Hall.

Moved by Hansen to adjourn the meeting at 06:25pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor