

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 Sheriff Trevor Wright, Deputy Gordon LeClair, Attorney Matt Franzese, Public Works Director Tony Serocki, Librarian Bernice Piechowski and City Administrator Tom Schmitz. The meeting was called to order at 5:30 p.m. by Mayor Heck.

### **Additions to the Agenda**

Addition to the agenda was:

The addition of claims from Visa in the amount of \$2948.97, NCPERS in the amount of \$16.00, and Madison National Life in the amount of \$14.35.

Total claims to be approved for this meeting were \$32,328.15.

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

### **Consent Agenda**

Following presentation of the last meeting's minutes, a motion was made from Warren and second by Westbrook, the Council unanimously approved the minutes of the Regular Council meeting of December 9, 2019.

### **Financial Statement**

Discussion was held about the ambulance savings account and purchase of a CD to earn higher interest. Upon a motion from Madison with a second by Miller, the Council unanimously approved the financial statement of December 23, 2019.

### **Bills**

Following presentation and discussion of claims to be paid, and employee wages, upon a motion by Miller and second by Madison, 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: \$32,328.15      Wages: \$8,836.63

### **Memorials/Donations**

Upon a motion from Warren with a second by Miller, the Council unanimously approved Resolution 19-34, A Resolution Accepting A Donation To The City Of Browns Valley.

### **Visitors**

Sheriff Trevor Wright discussed what the current process is about a dog at large, owner responsibility, and repeat offenses. The Council feels that the ordinance should be rewritten to better enforce the animal laws in town. Alternative methods to enforce the animal ordinance were discussed. Discussion was also held on wild animal control.

### **Correspondence**

Council reviewed:

- Invitation to LMC 2020 Elected Leaders Institute - Advanced Program.
- Coulee Construction Bid Summary and Recommendation.

➤ Toelle Coulee Easement Declaration

**Unfinished Business**

Discussion was held about the City Shop and different solutions. Motion by Warren with a second by Miller to move forward and get bids for removal of the old laundromat and building an addition onto the existing city shop. Motion was unanimously passed.

**New Business**

There is a Citizen Complaint about a person being bit by a loose dog. A dangerous dog notice has been sent out.

The LMC Liability Coverage – Waiver Form needs to be approved every year. Motion by Miller with a second by Warren. Motion was unanimously passed.

Resolution 19-35, A Resolution Authorizing the Transfer of Funds passed unanimously after a motion by Miller and a second by Warren.

There was a motion by Miller with a second by Warren to pay remaining bills due for year-end 2019. Motion passed unanimously.

The City was awarded a \$10,000 grant from the Minnesota Historical Society for the Carnegie Library Conditions Assessment. Schmitz is putting together a Request For Proposal requesting bids for architects/engineers to do the Carnegie Library Condition Assessment with Focus on the Structural System.

The job applications for the position of Clerk/Administrator/Treasurer were reviewed and discussed. Interviews will be scheduled.

**Library**

Piechowski reported that the switch over system between the electric furnace and the propane furnace in the back room of the Library is worn out. Tim Hoffman has been called and is looking into a solution. The Library has been awarded three Legacy Programs so far this year, with programs being planned in March, April and June.

**Public Works**

Public Works Director Serocki reported on a water gate valve by a fire hydrant on the north end of town, which will need some work in the spring. The City is still looking for a truck to purchase to replace the old dump truck.

**Attorney**

The City is waiting for the Judge’s order on the Hoffart place. Word has been received that negotiations with Reiner Construction are finished.

**Administrator**

Schmitz has been talking to the DNR about solutions for the Sam Brown Cabin, which is in need of repair.

Schmitz has been in contact with the new auditor.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Mike Heck, Mayor