



## Browns Valley Regular City Council Meeting Approved Minutes December 14, 2020

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, Ken Warren, Tony Miller, Neil Madison, and Kenny Westbrook. Also, in attendance were City Maintenance Tony Serocki, City Administrator Jodi Hook, Library Director Bernice Piechowski, and City Attorney Matt Franzese.

### **Absent:**

The meeting was called to order at 5:30 p.m. by Mayor Mike Heck  
The Pledge of Allegiance was recited by those in attendance

### **Visitors:** None

- Upon a motion by Westbrook with a second by Warren, the Council unanimously approved the agenda with additions of discussion of install stop sign for Blaine & 3<sup>rd</sup> St. N.

### **Consent Agenda**

- Upon a motion by Madison with a second by Miller, the Council unanimously approved the regular meeting minutes from November 09, 2020.
- Upon a motion by Westbrook with a second by Madison, the council unanimously approved the claims for a grand total of \$47,811.97
  - Wages: December 1<sup>st</sup> = \$12,838.80 December 14<sup>th</sup>=\$10,047.67
  - Claims December 14<sup>th</sup> = \$24,925.50 Additions: Brandon Comm.\$984.81  
Maynards\$18.98, Laura Wegworth\$101.06
- Upon a motion by Warren with a second by Madison the Council unanimously approved the Treasurers report.

### **Department Reports: Ambulance-Fire Department-Public Works-Library**

- City Attorney Matt Franzese informed the Council about the Wayne Hoffart hearing on December 23<sup>rd</sup> and discussed the Isaacson property that the City purchased but the title was never transferred into the City's name.
  - Upon a motion by Miller with a second by Warren the Council unanimously approved for City Attorney Franzese to move forward with transferring the Isaacson property into the City's name through the Decree of Decent procedure.
- Library Director Bernice Piechowski gave verbal report about activities.
- Hook informed the Council of the USDA loan that was paid in full, that an Otter Tail Power tax credit of \$5,825.30 will be refunded to the City, and that 25 delinquent utility notices were sent out and all paid recipients paid up.

- At 6:00 p.m., upon a motion by Miller with a second by Westbrook, the Council unanimously approved to recess formal meeting.

The Truth in Taxation Hearing meeting was called to order at 6:00 p.m. by Mayor Mike Heck

#### **Truth in Taxation Hearing**

- Public Questions-All questions will be written to Traverse County Auditor Kit Johnson
- Inform the Councils about budget details
- At 6:06 p.m., upon a motion by Westbrook with a second by Madison, the Council unanimously approved to adjourn Truth in taxation hearing meeting.

The regular meeting was called back to order at 6:06p.m. by Mayor Mike Heck

#### **Communications: None**

#### **Unfinished Business**

- Council members discussed other options as to purchase property from 3<sup>rd</sup> St. to the city owned property on Broadway.
- Discussion of labor union contract was tabled for acceptance from Union.

#### **New Business**

- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved building permit for 118 3<sup>rd</sup> Ave NE.
- Upon a motion by Miller with a second by Warren, the Council unanimously approved to accept Matthew Franzese Purchase of Service Agreement for the sum of \$12,300.00 the year of 2021. Payment of \$1025 per month.
- Upon a motion by Madison with a second by Westbrook, the Council unanimously approved to accept proposal from KLM Engineering, for Dry Tank Evaluation of Ground Storage Reservoir of \$2,600.00
- Discussion to accept estimate from Their Well for rehabilitate Well #2 in 2021 was tabled for more information.
- At 7:11 p.m., upon a motion by Westbrook with a second by Miller, the Council unanimously agreed to close the meeting pursuant to M.S.A §13D.03 to discuss labor negotiation strategy.
- At 7:56 p.m., upon a motion by Madison with a second by Westbrook, the Council unanimously approved to open meeting.
  - The result of the closed meeting was to have the personnel committee contact the union rep to present a counteroffer.

**Upcoming Dates:** Final 2021 Budget and Levy will be set, for December 14th, 2020 at 6:00pm.


**Items for council to consider for future:** 2021 Rates for Water & Sewer & Fee schedule;  
Employee handbook

**Next scheduled meeting Monday December 28<sup>th</sup> 5:30 PM**

The meeting adjourned at 8:13 pm.

Minutes submitted by:

Approved by:

  
\_\_\_\_\_  
Jodi Hook, City Administrator

  
\_\_\_\_\_  
Mike Heck, Mayor/ Acting Mayor

APPROVED