

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 Mayor Mike Heck, Council Members Ken Warren, Tony Miller, Neil Madison, and Ken Westbrook. Also in attendance were Librarian Bernice Piechowski, Public Works Director Tony Serocki, Allen Schrader and Lori Moxness, Ottertail Power Company, Lloyd Heaney, Shelly Roscoe and Kirk Adams, Browns Valley Historical Society, Charlene Vigil, Jimmie Bedonie, and City Administrator Tom Schmitz. The meeting was called to order at 5:30 p.m. by Mayor Heck.

### **Oath of Office**

Tony Miller was administered the Oath of Office.

### **Additions to the Agenda**

Additions to the agenda were:

- Insurance on the Public Works building

Upon a motion by Warren with second by Westbrook, the Council unanimously approved the additions to the agenda.

### **Consent Agenda**

Upon a motion from Warren and second by Miller, the Council unanimously approved the minutes of the Regular Council meeting of January 28, 2019.

### **Bills**

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon a motion by Warren and second by Miller, 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: \$13,949.80      Wages: no report

### **Visitors**

Lori Moxness and Allen Schrader of Ottertail Power Company (OTPCO) presented an option that would relieve the City of all liability and maintenance costs of the 20 light poles on Broadway. OTPCO currently owns the remaining lighting within the city. Moxness reported that Ottertail Power Company would retrofit the lighting standards with new heads and LED lighting. Loxness explained that the cost difference will be an additional \$181.18 to the monthly bill, but would provide better lighting on Broadway. She asked that the Council reflect on OTPCO's offer and review the agreement for purchase, installation and operation & maintenance of outdoor lighting facilities.

Lloyd Heaney presented an update on the planning of the upcoming POW WOW.

Charlene Vigil and Jimmie Bedonie approached the Council to share their concern regarding to young children walking to school without caps during the cold weather. They asked if there was anything that they could do to make changes to the drop off area at the School. They were advised to attend the next School Board meeting to address this with them as this wasn't an issue that the City could do anything about. Westbrook said that the School gives coats and stocking caps to kids that are without and that they can also be gotten at the Catholic Church in Beardsley.

## **Memorials/Donations**

Upon a motion from Miller and second by Warren, the Council unanimously approved Resolution 19-04, A Resolution Accepting A Donation to the City of Browns Valley.

## **Correspondence**

The Council reviewed:

- An invitation and dates of upcoming LMCIT Safety & Loss Workshops,
- Delinquency Notices,
- The financial statement from the Browns Valley Growth Fund,
- An invoice for the 2019 Minnesota Basic Code of Ordinances,
- A letter from the Upper Minnesota River Watershed District directing the Big Stone County Auditor to assess the City of Browns Valley \$8,000.00 per year for 50 years. (Letter was forwarded to Kit Johnson, Traverse County Auditor)(Kit will speak with Attorney Franzese regarding this request)

Westbrock will call West Central Initiative to ask if the Growth Fund can be used to assist in building the new shop.

Upon a motion from Warren and second by Westbrock, the Council unanimously approved to not purchase the 2019 version of the Minnesota Basic Code of Ordinances.

## **Unfinished Business**

The Council reviewed the last year's fee schedule to identify any changes needing to be changed. Several water rates were discussed.

Upon a motion from Heck with second by Miller, the Council agreed unanimously to wait for the completion of the 2018 audit to find out the auditor's recommendations.

Schmitz reported that he was in contact with the insurance adjuster regarding the city shop. He was told that should the roof fall in due to snow load, the equipment would be covered as long as it's on the equipment list.

The Council received copies of ordinances used by the city of Faribault to enforce various types of public nuisances. They were asked to review them and get back to Schmitz with their input.

## **New Business**

The 2005 GMC pickup vibrate at highway speeds. The Council reviewed an estimate from Mike's Alignment to replace the transfer case and right front CV shaft. Warren suggested that more estimates be gotten for a comparison. After additional discussion, it was decided that Miller would contact two other garages that he's worked with.

The council reviewed an estimate to purchase a new intake screen for the bottom of the irrigator sump. Serocki had provided a quote from a company that had provided equipment for the sewer project. The cost of the part was questioned as one was found online for a considerable amount less. Serocki had called the contacts for the online part, but was unable to talk to anyone.

Upon a motion from Miller with second by Warren, the Council voted 4-1 to table the discussion until the next council meeting. Westbrock was opposed to tabling the discussion.

Upon a motion from Warren with second by Westbrock, the Council unanimously approved to add the Browns Valley Fire Department and Ambulance Service to the list of departments under Delegated Authority to Approve Disbursements of Public Funds in the City of Browns Valley Purchasing Policy.

The Council reviewed Resolution Number 19-05, A Resolution Making Appointments To Corporate

Authorized Signers For The City Of Browns Valley For The Years 2019-2020. Council Member Madison was appointed as the corporate authorized signer to replace Harold Hansen. A clerical error was pointed out and will be made.

Upon a motion from Heck with second by Warren, council voted 4-1 to approve Resolution Number 19-05 with changes. Madison abstained from voting.

The Council reviewed a letter from the Traverse County Auditor regarding two special assessments remaining unpaid from the tax forfeiture sale.

Upon a motion from Miller with second by Madison to add the unpaid special assessment to the new property owners. The motion failed due the lack of majority vote.

Upon a motion from Westbrook with second by Warren, the Council approved with 3-2 vote to forgive the unpaid special assessments on Parcel Numbers 20-004900 and 20-0406000 with Miller and Madison opposed.

The prioritizing of projects for 2019 was discussed. Underground valves for drinking water located at intersections were at the top of the list. The roadway intersecting Second Street, Second Avenue, Bluff Street, and Jackson Street is a County road. Traverse County has proposed to repave this road whenever their budget allows. The project was taken out of the budget for 2019 due to lack of funding. The Council would like to see the water valves replaced prior to the County's work being done.

Several proposals for architectural and engineering services have been sent out. They are expected to be sent to City Hall by February 21<sup>st</sup> so they can be discussed during the meeting on the 25<sup>th</sup>.

Meeting was adjourned by Heck at 7:59 p. m.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Michael J. Heck, Mayor