

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 Harold Hansen, Mike Heck, Neil Madison, Tony Miller, and Ken Warren. Also in attendance were Rebecca Lynn Petersen, Director of Development West Central Initiative (WCI), Bernice Piechowski, Tony Serocki, Matt Franzese, and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Hansen.

Visitors

Rebecca Lynn Petersen addressed the council providing an update of staff and program changes at WCI. WCI's President/CEO has asked the staff to look at existing programs and services to identify ways to change them and make them better by asking communities to call with feedback on the programs that they work with. Rebecca also mentioned newer programs that will be used to lure people back to the area that WCI serves; assisting communities develop their own retail and strengthening their communities, Trails and Safe Routes to Schools programs, Early Childhood Initiative program, and the new Change Makers Grant program. Petersen distributed a packet with the various programs that she spoke of along with a letter from WCIs President/CEO asking to consider WCIs endowment in the City's budgeting process for the years of 2019 and 2020 in the amount of \$500.00 per year.

Motion by Heck with second by Warren, council unanimously approved budgeting \$500.00 per year to contribute towards WCIs Endowment Fund for the years of 2019 and 2020.

Additions to the Agenda

Additions to the agenda were:

- Removing the claim for Gazette Publishing Company in the amount of \$136.50
- Building permit for the City of Browns Valley to replace the three overhead doors in the fire hall with one larger door
- Special Event Permit for John Tchida, Browns Valley Liquor Store to serve beer during the fire department street dance and during the Enduro race
- Special Event Permit for the Browns Valley Fire Department to host a street dance on the Saturday during Sam Brown Days
- Resolution No. 18-06, A Resolution By The Browns Valley City Council Requesting The Auditor Of Traverse County To Impose A Special Assessment

Motion by Warren with second by Heck, council unanimously approved the additions to the agenda.

Consent Agenda

Upon motion from Miller seconded by Warren, the council unanimously approved the minutes of the May 29, 2018, Regular Council meeting with corrections.

Financial Statement

Motion by Warren with second by Madison, council unanimously approved the June 11, 2018 Financial Statement.

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: \$11,073.23

Wages: \$12,410.52

Motion passed 5-0.

Memorials / Donations

Motion made by Miller with second by Heck to accept the following donations to these city departments:

In memory of/from	Department for Donation	Amount donated
Stan Pollack	Ambulance	\$10.00

Visitors

Wayne Hoffart was unable to attend the meeting as a family emergency arose and he was needed in the twin cities. He will contact City Hall when he gets back to town.

Correspondence

- Council members reviewed the Library Board minutes from April 16, 2018.
- Minnesota State Demographic Center's annual population and household estimates are:
 - 2017 Population estimate is 565
 - 2017 Household estimate is 247
- Letter from the County Auditor-Treasurer's list of tax forfeited parcels that will be sold at public auction.
- Letter from CHS Border States informing their patrons that if they want to participate in the 2018-2019 Budget Billing program that they must be notified going forward.

Unfinished Business

Schmitz is waiting to meet with David Dombrowski and Tina Erickson to discuss the product and price to resurface the roof on the city's shop and laundromat. David has given me a tentative cost, but wants to recheck the roof before settling other construction may need to be done for repair.

Motion by Madison with second by Heck to table the discussion on the shop roof until the next meeting.

A hydrant was installed at Goodhart's shop. This water is not metered. Serocki stated that a meter and meter pit will be installed during the week. Tony Miller had asked during the last meeting what it would cost him to have a hydrant installed on the empty lot East of #2 Welding. He has changed his mind and will run water from his shop for his future needs.

Serocki further explained the different types of equipment that can be used to control the water tower. He sent the bid from Tim Hoffman to the WSN Engineering to ask them to review it. He also had called MN Rural Water to ask about the existing bid and other options available, as Serocki stated that many times the phone lines are causing the problem with the water tower. He recommended that WSN put together a bid spec so that the suppliers can bid on like items and not the cheapest product available.

Motion by Madison with second by Heck to table the discussion until more information can be gathered.
Motion passed 5-0.

Schmitz reported that Bob Goodhart would be able to remove the building at 329 W Broadway after the first of July. Schmitz will contact Traverse County to identify if the offer of the use of trucks and men is still available for the project

New Business

Motion by Madison with second by Miller, council unanimously approved to participate in the Budget Billing program from CHS Border States.

Motion by Warren with second by Heck, council unanimously approved a Special Event Permit for the Crafts in the Park, Sam Brown Days Parade and 5K Walk/Run.

Motion by Warren with second by Heck, council unanimously approved a Special Event Permit for John Tchida, Browns Valley Liquor Store, to serve beer during the fire department street dance and during the Enduro race, and a Special Event Permit for the Browns Valley Fire Department to host a street dance on the Saturday night during Sam Brown Days.

Motion by Miller with second by Heck, council unanimously approved Resolution No 18-06, A Resolution By The Browns Valley City Council Requesting The Auditor Of Traverse County To Impose A Special Assessment.

Jeremy Affeldt, as instructed by Madison, asked if the City could use help with mowing yards this summer. He would be willing to help if there is a need. Serocki mentioned that the department is very busy prior to Memorial Day, but is able to get the mowing and its other work done throughout the rest of the summer. Schmitz will contact Affeldt to thank him for his offer, but that there is no need for additional help at this time.

Motion by Heck with second by Miller to approve Invoice Number 0039039 to Houston Engineering for professional services from April 1, 2018 to April 28, 2018 in the amount of \$30,170.36. Motion approved 4-1 with Warren voting no.

Motion by Miller with second by Heck, council unanimously approved a building permit to the City of Browns Valley Fire to replace three overhead doors in the fire hall with one larger door.

Motion by Miller with second by Warren, council finds that there is a reasonable and good faith belief that the garage located at 112 2nd St. No., Browns Valley, MN 56219 poses an imminent and serious hazard to human life or safety. Motion passed 5-0.

Attorney's Report

Attorney Franzese distributed his timesheet for the month of April.

Administrator's Report

Schmitz reported that the grant application for a structural assessment of the Carnegie Library was again turned down. He stated that there were additional recommendations that were sent in the letter to help with filing the next application.

Schmitz reported that the safety and loss consultant for the League of MN Cities Insurance Trust (LMCIT) stopped by. He was checking handicap accessibility to city-owned properties. Schmitz had informed the consultant that the City had done a self evaluation prior to the start of the wastewater project and corrected the items that were found. The consultant stopped at the City Park and has identified several items. Schmitz reported that Serocki has contacted a contractor to make changes to the items that were identified. The consultant pointed out that any future planning for any city-owned structures to ensure that accessibility is being addressed.

Schmitz reported that LMCIT paid out the claim from the wind and rain storm on July of 2016. The City is still unable to find someone that will make the various repairs on several buildings.

Miller asked about if the City should start budgeting for new turnout gear.

Warren asked about the audit's findings regarding the ambulance service.

Moved by Hansen to adjourn the meeting at 7:11pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor