



Browns Valley Regular City Council Meeting Approved Minutes December 20, 2021

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, Neil Madison, Kenny Westbrook, and Tony Miller. Also, in attendance were City Administrator Jodi Hook-Hansen, City Maintenance Tony Serocki, Library Director Bernice Piechowski, and Code Enforcement Officer Terry Biewer, Attorney Matt Franzese

Others present: Jan Biewer, Arlene Reinart, Lloyd Heaney

Absent: Ken Warren

The meeting was called to order at 4:30 p.m. by Mayor Mike Heck
The Pledge of Allegiance was recited by those in attendance.

Public Forum: None

Agenda

Upon a motion by Miller with a second by Westbrook, the Council unanimously approved the agenda with additions of Historical Society presentation, Resolution 21-26 on donation to the city and acceptance of demolition bids for 313 3rd St N. and 112 2nd St. N.

Visitor: Arlene Reinart and Lloyd Heaney represented the Historical Society and informed the Council that they were awarded a grant for construction documents in the amount of \$32,788.00 and a pledge of \$5,000.00 from the Historical Society.

Consent Agenda

- Upon a motion by Westbrook with a second by Madison, the Council unanimously approved the Regular Meeting Minutes from December 6, 2021.
- Upon a motion by Madison with a second by Miller, the council unanimously approved the claims for a grand total of \$95,313.24
 - Wages: December 16th = \$7,335.01
 - Claims December 20th = \$87,978.23

Council had discussion on the final payment on Sheriff's contract payment, Hook-Hansen and Heck will talk with Traverse County about items listed in Sheriff's Contract.

Department Reports: Ambulance-Fire Department-Public Works-Library-Admin/Code Officer

- Library Director Bernice Piechowski gave verbal report about activities.
- Code Enforcement officer Biewer gave verbal report on actions done to enforce City ordinances.
- Hook-Hansen informed the council of a National Park Service's Land and Water Fund Grant that is a perpetual easement and signs will need to be placed back at the old city park.
 - Upon a motion by Westbrook with a second by Madison, the Council unanimously approved of Hook-Hansen to order the necessary signs to be compliant with the grant regulations.
- Serocki informed council about wellhouse meter out of compliance, and signs were hit.

**Browns Valley Regular City Council Meeting Approved Minutes
December 20, 2021**

Communications: None

Unfinished Business:

- Bernice informed council about Library the By-Laws of the Public Library that wages are to be determined by the library board in accordance with minimum wages, union contract and comparable worth as documented in City Hall. Council had no formal actions regarding the matter. A date of January 5th with a time of 9:00am to meet with Miller, Westbrook and Bernice to discuss wage review.

New Business:

- Upon a motion by Miller with a second by Madison, the Council unanimously approved of sending Minnesota Department of Health (MDH) water samples in regards to Manganese levels.
- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved that the City of Browns Valley does not waive the monetary limits on municipal tort liability established by Minn. Stat. 466.04.
- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved of the Browns Valley-Cenex Tobacco License renewal.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved of 2022 Fee Schedule as presented.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved of installing meter pits to all hydrants and require base charge each month for water.

Other Business:

- The Council received two of three bids that were sent out to Whaley's Excavating Inc, Goodhart Excavating Inc and Serocki Excavating to demo 313 3rd St N. and 112 2nd St N.
- Upon a motion by Madison with a second by Miller, the Council unanimously approved of Serocki Excavating quote of \$8,385.00 for 112nd St N and 9885.00 for 313 3rd St. N.
 - Upon a motion by Miller with a second by Madison, the Council unanimously approved the Resolution 21-26 Accepting a donation to the city.

Upcoming Dates:


Items for council to consider for future: Rental ordinance, Vacant building registration ordinance- EDA Committee- Shop Building

Next scheduled meeting Monday January 10th at 4:30 p.m.

The meeting adjourned at 6:24 p.m.

Minutes submitted by:

Approved by:


Jodi Hook-Hansen, City Administrator


Mike Heck, Mayor/ Acting Mayor