



## Browns Valley Regular City Council Meeting Approved Minutes January 10, 2022

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, Library Director Bernice Piechowski, and Code Enforcement Officer Terry Biewer, Attorney Matt Franzese  
**Absent:** Ken Warren. City Maintenance Tony Serocki

Others present: Jan Biewer, Todd Johnson, Jesus Rodriguez and Summer Rodriguez

The meeting was called to order at 4:35 p.m. by Mayor Mike Heck  
The Pledge of Allegiance was recited by those in attendance.

### **Public Forum:**

Public meeting to determine whether a substandard building exists on private property, whether abatement of a substandard building on private property by City of Browns Valley is reasonable and necessary, and determination of special assessment against the property located at 434 E Broadway in the City of Browns Valley, owned by Erik Ortley. Jesus Rodriguez and Summer Rodriguez, sister of Erik Ortley, appeared at the meeting. She stated that she intends on purchasing the property and informed the council that she is trying to get a contractor to give her an estimate of how much it will cost to fix up. Summer agreed to meet with building inspector Mike Jacobson to inspect the inside of the building for other necessary repairs.

- Upon a motion by Miller with a second by Madison, the Council unanimously approved an extension until February 28, 2022, for Ms. Rodriguez to meet with a Minnesota-licensed contractor about repairing the home, then inform the Council how much the repairs will cost and when the repairs can be expected to be accomplished.

### **Agenda**

Upon a motion by Westbrook with a second by Miller, the Council unanimously approved the agenda with additions of Todd Johnson rental licenses, and Appointments-Committee list.

**Visitor:** Todd Johnson attended the council meeting to discuss the requirements of the Rental License Ordinance 120. He requested from the council that Four Seasons and Valley Vista to be exempt from the inspection requirement due to the buildings being under the HUD authority. The council did not take any formal actions to exempt his request.

### **Consent Agenda**

- Upon a motion by Madison with a second by Westbrook, the Council unanimously approved the Regular Meeting Minutes from December 6, 2021.

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- Upon a motion by Madison with a second by Miller, the council unanimously approved the claims for a grand total of \$120,691.60.
  - Wages: January 3<sup>rd</sup> = \$11,912.74
  - Claims December year end=\$80,213.76
  - Claims January 10<sup>th</sup> =\$28,565.10
- Upon a motion by Miller with a second by Westbrook, the council unanimously approved the Treasurer's report.
- Upon a motion by Madison with a second by Miller, the council unanimously approved the Resolution 22-01 Accepting donation to the City.

**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 requested to remove garbage fee at residence if no one was living there. The council denied request at this time.
  
- **Communications: None**

**Unfinished Business:**

- Miller with a second by Westbrook, the council unanimously approved the wage increase for Bernice Piechowski from \$15.50 to \$15.67 and to increase insurance reimbursement.

**New Business:**

- Upon a motion by Miller with a second by Madison, the Council unanimously approved to purchase the 4" meter from Ferguson waterworks.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved to continue audit contract with Brian Koehn.
- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved of the purchase agreement to sell 302 West Broadway.
- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved of \$500.00 to West Central Initiative Annual Fund.

**Other Business:**

- Upon a motion by Westbrook with a second by Madison, the Council unanimously approved the appointments/committees as presented.

**Upcoming Dates:**

**January 17- Closed**

**February 14-No Meeting**

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

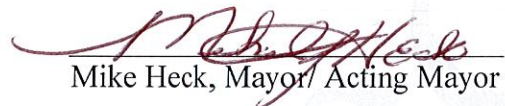
**Next scheduled meeting Monday January 24<sup>th</sup> at 4:30 p.m.**

The meeting adjourned at 6:48 p.m.

Minutes submitted by:

Approved by:

  
Jodi Hook-Hansen, City Administrator

  
Mike Heck, Mayor/ Acting Mayor

APPROVED