

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 Tony Miller, Ken Warren, Neil Madison, and Ken Westbrook. Also in attendance were Ambulance Manager Amber Metz, Attorney Matthew Franzese, and City Administrator Tom Schmitz. The meeting was called to order at 5:30 p.m. by Mayor Heck.

Additions to the Agenda

Additions to the agenda were:

- Drug testing under New Business

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

Consent Agenda

Upon a motion from Westbrook and second by Miller, the Council unanimously approved the minutes of the Regular Council meeting of March 11, 2019 with noted changes.

Financial Statement

Upon a motion from Warren with second by Miller, the Council unanimously approved the financial statement for March 25, 2019.

Bills

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon a motion by Heck and second by Warren, the Council unanimously approved 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 without the payment of the claim to the Traverse County Auditor in the amount of \$8,000.00 for bridge maintenance.

Prepaid claims: \$0.00 Claims for approval: \$52,491.59 Wages: \$8,742.68

Visitors

Lloyd Heaney provided an overview of the planning for the Pow Wow. The Sisseton Wahpeton Oyate Tribal Council has pledged to donate a buffalo for the community supper. There will be fundraising events during the Friday night fish dinners at the American Legion. Heaney reported that the Historical Society will need to get their own liability insurance for the Pow Wow as they cannot be under the umbrella of the City's insurance. He said that they contacted local business to ask for funding assistance and donations.

Tim Hoffman presented a proposal on the installation of LED lights and heads for the City-owned light fixtures on Broadway. Hoffman's proposal was \$13,452.00, which includes 18 LED fixture heads and 165 watt bulbs, installation and state inspection fee. Ottertail Power Company's proposal was \$10,950.00, which includes 18 LED fixture heads with 133 watt bulbs, labor and materials. Once installed, the City will receive a rebate of \$2,160.00.

Upon a motion from Miller with second by Warren, the Council unanimously approved to go with Tim Hoffman's proposal for LED lighting on Broadway.

Correspondence

The Council reviewed the January 22, 2019 minutes of the Browns Valley Public Library Board of Trustees.

The Council reviewed the Administrator's report from the March 6, 2012 Browns Valley Regular City Council meeting minutes.

Unfinished Business

None.

New Business

The report identified above stated that "Cadwell briefed the Council on the meeting that he attended between the Upper Minnesota Valley Rural Development Commission and Upper Minnesota Water River Watershed District. Cadwell stated that the City will need to start making regular contributions to a bridge maintenance fund for the two diversion bridges beginning in 2013. The contributions will be \$6,000 to \$8,000 per year." After finding the March 6th, 2012 minutes and prior to this meeting, Schmitz hasn't been able to find council minutes where the sitting council approved this arrangement. The current City Council will stick to their motion to not contribute to this fund.

Upon a motion from Miller with second by Madison, the Council unanimously approved tabling the discussion concerning the March 26, 2012 administrator's report regarding the funding for bridge maintenance. Attorney Franzese will draft a letter to Dianne Radermacher asking for meeting minutes that identify the council approving to make annual contributions toward a bridge replacement fund.

Upon a motion from Heck with second by Madison, the Council unanimously approved to rescind the motion at the August 14, 2018 meeting to accept the quote or \$268,984.00 for a 70' X 132.

Heck and Warren provided an update with the planning committee's meeting with company approved to provide professional and architectural services for the maintenance shop. During the meeting, the planning committee found that Structural Materials' Doug Haecherl said he was only bidding on the documents needed to begin the process of construction. Haecherl informed the committee that he will be charging 10% of the total building cost to conduct bid specs, assist with opening bids, paying bills, and project management. The \$29,000.00 cost of his bid for architectural and engineering services along with 10% of the estimated cost of the building will bring his total bid equal to the amounts of the other bids.

Upon a motion from Heck with second by Miller, the Council unanimously approved to conduct random drug testing on members of the ambulance service and fire department.

Ambulance Manager

Metz reported that a few of the ambulance members feel that the day call position should not have been discontinued. They believe that the ambulance service should have been able to give input as to whether the position was still needed. Metz was informed that the contract was between Tanya Brick and the City. The City has the discretion of whether to add or cut positions or time from a department.

Metz reported that the Service is planning an appreciation supper during EMS Week. It will be held at the American Legion on May 19. A free-will donation will be requested.

She reported that A.J. Polzin and Andrea Burman will be completing the EMT course the weekend of March 30th. They still will need to pass the test before riding in the truck as an EMT.

Attorney

Franzese reported that he was given a copy of the recordings of the residential sewer lines and that, according to the engineer; they will suffice for the needs of the City.

Administrator

Schmitz reported that the maintenance contract with Ottertail Power Company has been canceled.

Reminder that the County Board of Appeals will be on Thursday, April 4 at 2:15 in the meeting room of the Library.

The Auditor will be attending the April 8th meeting to present an overview of the 2018 audit.

Schmitz reported that he and Serocki attended a flood meeting at the County Highway Department. He said that they were instructed not to give sandbags to residents and that the sand bags that the City has are to be used for public infrastructure. He said that the residential use of sand bags are reported to the State. Residents will be required to go to the County Shop and sign for the bags that they will need. Schmitz said that residents will be charge \$0.65 per bag. Sand will be brought down and placed by the recycling building.

Council Concerns

Madison asked whether the City has heard anymore on mitigation of the Little Minnesota River along Renville Street. Schmitz will contact Sara Gronfeld to inquire if there will be any work seen in 2019 on this project.

Meeting was adjourned by Heck at 6:52 p.m.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Michael J. Heck, Mayor