

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, Ken Warren, and Tony Miller. In attendance were Lloyd Heaney, Ken Westbrook, Ambulance Manager Amber Metz, Public Works Director Tony Serocki, Librarian Bernice Piechowski, City Attorney Matthew Franzese, and City Administrator Tom Schmitz. The meeting was called to order at 5:30 p.m. by Mayor Hansen.

Additions to the Agenda

Additions to the agenda were:

- A correction to the minutes of the November 13, 2018, council meeting
- Claim for Henry Schein, Inc. in the amount of \$655.80; Browns Valley Fire Relief in the amount of \$12,236.20; and VISA in the amount of \$183.11.

Upon a motion by Heck with second by Miller, the Council unanimously approved the additions to the agenda.

Consent Agenda

Upon a motion from Miller and second by Warren, the Council unanimously approved the minutes of the Regular Council meetings of November 13, 2018, with correction.

Financial Statement

Upon a motion by Warren with second by Madison, the Council unanimously approved the Financial Statement of November 26, 2018.

Bills

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon a motion by Heck and a 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: \$27,285.80	Wages: \$8,702.37
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Upon a motion by Miller with second from Madison, the Council unanimously approved the acceptance of the following donation to the Ambulance Service.

Memorials / Donations

i. In memory of/From	Department for Donation	Amount donated
Les & Rita Appel	Ambulance	\$225.00

Heck asked Franzese why certain donations are approved during a council meeting and others, like the donations printed in the Valley News, are not approved during a council meeting. Franzese said that he will research the question and have an answer available for the next council meeting.

Visitors

Lloyd Heaney reported that he, along with Kirk Adams and Richard Johnson, has attended several Pow Wows recently. One of the events was the Veteran’s Day Pow Wow held at Dakota Magic Casino. While there, they represented the Browns Valley American Legion Post 58. He reported that they had also attended the Lake Traverse District Tribal Council. While at the Tribal Council, one of the attendees

mentioned that Lloyd, Kirk, and Richard were the only Veteran's Honor Guard at one of the recent Pow Wows. Heaney said that the Lake Traverse District approved a contribution of \$1,000.00 to assist with the Pow Wow in Browns Valley. He said that the Browns Valley Historical Society voted to contribute \$3,000.00, as well as receiving another \$1,000.00 donation from one of the Historical Society's members.

Correspondence

- A Thank You from the Browns Valley Historical Society was read regarding the City's contribution of \$500.00 toward the Pow Wow.

Unfinished Business

None

New Business

Upon a motion from Heck with a second by Madison, the Council unanimously approved the liability coverage limits of \$1,500,000.00 from the League of Minnesota Cities Insurance Trust (LMCIT), not waiving the monetary limits on municipal tort liability established in Minnesota Statutes, Section 466.04.

The Council reviewed the draft budget and levy for 2019. Madison proposed to increase the levy 2% to \$282,000.00. The preliminary levy sent to the County Auditor was \$285,000.00.

Upon a motion from Madison with a second by Warren, the Council unanimously approved Resolution 18 - 14, A Resolution Approving The 2018 Tax Levy Collectable in 2019, setting the levy at \$282,000.00.

Piechowski has decided to enroll in Medicare. To participate in the group plan that was approved during the last meeting, she would be required to change providers. The City Council had voted to enroll in the Public Employees Insurance Program (PEIP) and approved the Value Benefit Plan Tier 2. After the Value Plan was approved, we found out that Piechowski's provider is not in that Tier. Piechowski decided to transition to Medicare after some research. It was found that a small employer is able to pay the premiums that are associated with Medicare. The City currently pays the single policy premium for those employees that participate in healthcare coverage.

Upon a motion from Miller with a second by Heck, the Council approved paying the health insurance premium for Piechowski. The motion was approved 4-1, with Hansen voting against.

Upon a motion from Heck with a second by Miller, the Council unanimously approved Andrea Burman to take the EMT class and ride as a third party during ambulance runs.

Mayor Hansen opened sealed bids for surplus equipment that included three commercial overhead garage doors with commercial openers and two pickup trucks. The Council was not approving of the proposed bids. After discussion, upon a motion from Heck with a second by Hansen, the Council denied approval of any of the bids for the sale of the surplus doors and openers. The motion approved 4-1, with Warren voting against.

Upon a motion from Heck with a second by Warren, the Council unanimously approved the sale of the white pickup truck to Josh Biel in the amount of \$200.00.

The red pickup truck will be listed for sale in January.

The Council reviewed a letter from the Upper Minnesota Watershed District regarding the work planned to be done on the coulee project. A quit claim deed was included in a packet that had maps of a ditch that will be dug to relieve flood waters from the north side of Browns Valley. The council had questions regarding the depth of the ditch, how it will affect the City's aquifer, and what is meant by the quit claim deed. It was decided that Schmitz will contact the engineering firm and watershed district to ask if the Minnesota Department of Health (MDH) has been contacted regarding this concern.

Upon a motion from Heck with a second by Miller, the Council unanimously approved tabling the

discussion until the engineer, watershed district and MDH has been contacted and more information has been found regarding their questions.

Upon a motion from Heck with second by Miller, the Council approved the Houston Engineering Invoice Number 0041211 in the amount of \$5,455.50. The motion was approved 3-2, with Warren and Hansen voting no.

Upon a motion from Miller with second by Heck, the Council approved the Rinke Noonan Invoice Number 290670 in the amount of \$2,270.00. The motion passed 3-2, with Warren and Hansen voting no.

Upon a motion from Warren with a second by Miller, the Council approved the CliftonLarsonAllen Engagement Letter for the 2018 audit. The motion passed 4-1, with Hansen voting against.

Department Reports

Ambulance

Amber Metz reported that two people have started the EMT class in Sisseton. Once they have finished the requirement for EMT, there will be six EMTs on the Service. She said that they are still trying to recruit new members and the Union State Bank has said that they plan to provide some type of a bonus for those that become new EMTs on the service.

Metz reported that she and Lindsey Duffield have been working for several days conducting inventory, cleaning the trucks, and clearing out duplicated pieces of equipment in order to make more room in the trucks and make the equipment and supplies easier to find.

Library

Piechowski reported that she has been given the approval to start filling out grant forms for future programs. She said that there was a good attendance for Bill Jamerson musical tribute to the Civilian Conservation Corp.

She said that the Wednesday after school and Saturday programs have been well attended.

Piechowski reported that the Browns Valley Historical Society, through Sara Childers, donated four self-printed books from an author from Manitoba. The books are written about the lives of the Dakota and Ojibway.

Public Works

Serocki reported he had received prices from WidsethSmithNolting for water valve costs from the watermain improvement project in Herman. He said that valves were priced from \$1,800.00 to \$3,500 per valve. The project costs also identified bituminous and aggregate costs per valve being replaced. The document will give us a rough idea for future valve replacement costs.

Administrator's Report

Schmitz reported that the proposed tax statements have arrived from Big Stone County. The property has held its value and the property taxes have not increased.

Schmitz said that within the next few weeks he would be able to finalize the budget for 2019 and identify end of the year transfers.

Schmitz reported that he has renewed the property/casualty and Worker's Compensation applications with the League of Minnesota Cities Insurance Trust.

Attorney

Franzese reported that he is waiting on the Wayne Hoffart order from the judge.

He said he is trying to connect with the law firm representing Reiner Contracting, as they would like to discuss preliminary issues about the case.

Franzese said that the Heather Sullivan case is sitting on closure/discovery, as she has changed P.O. Boxes three times this summer.

He reported that he had recently spoken with Sheriff Wright about who would be amending the law enforcement contract. Originally Bob Martz and Brion Plautz had originally drafted the contract with the City past amendments were done by the Sheriff's Office. Wright asked Franzese if he would amend the law enforcement contract.

Franzese and Schmitz had visited about amending the snow ordinance regarding the towing of vehicles parked on the street during a snow emergency. Serocki stated that the issue is that the towing company that had been previously used doesn't always answer their phone or come out when called. Miller said that he had talked with Fisher Towing regarding this issue and was told that if the City should call them, they would come out and tow the vehicles. After discussion, it was agreed that the snow emergency ordinance will remain in effect to see if the new tow company works out.

Meeting was adjourned by Hansen at 6:48 p.m.

Minutes submitted by:

Thomas A Schmitz, Clerk

Approved by:

Harold Hansen, Mayor