



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, Ken Warren, Neil Madison, Kenny Westbrook, and Tony Miller.

Also, in attendance were City Maintenance Tony Serocki, City Administrator Jodi Hook-Hansen, Library Director Bernice Piechowski, and Code Enforcement Officer Terry Biewer.

Absent: None

Others present: Jan Biewer, Devan Dobbs, and Edith Foren,

The meeting was called to order at 5:33 p.m. by Mayor Mike Heck.

The Pledge of Allegiance was recited by those in attendance.

Public Forum: None

Agenda

Upon a motion by Westbrook with a second by Warren, the Council unanimously approved the agenda with the addition of Kurt from MN Rural Water.

Visitors:

- Lisa Graphenteen appeared by Zoom to inform the Council about the Loan Demolition Grant.
- Kurt from MN Rural Water appeared to discuss providing a study on water rates. Rates must be set at a level that covers the full cost of producing, treating, storing, and distributing water to customers. This includes debt service, financial reserves, operation, maintenance, and all regulatory compliance costs. The Council agreed to utilize the service with MN Rural Water to conduct the rate study.

Consent Agenda

- Upon a motion by Warren with a second by Madison, the Council unanimously approved the September 22, 2022, Regular Meeting Minutes,
- Arlene Reinart spoke to council regarding the Historical Society progress on the construction documents grant provided from Engan Associations.
- Upon a motion by Madison with a second by Miller, the Council unanimously approved the claims for a grand total of \$73,704.60 Wages: October 1st = \$11,260.16 Claims: October 10th =62,444.44.
- Hook-Hansen discussed funds that the city received for the American Rescue Plan Act and that those funds should be transferred into the water fund to pay for the water project.
- Upon a motion by Miller with a second by Warren, the Council unanimously approved the transfer of General Fund in the amount of \$57,701.00 received from American Rescue Plan Act to the Water Fund to go toward the water meter project.

- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved the Treasurer's report.
- Upon a motion by Warren with a second by Madison, the Council unanimously approved the delinquent report.

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 and items completed in the office.
- City Administrator Hook-Hansen gave verbal report on administrative items completed in the office, items the City Attorney has completed, and items that need to be completed. The Council instructed Hook-Hansen to write letter to Commissioners and Sheriff Wright until October 24th council meeting to discuss the current Sheriff's contract with the City of Browns Valley. Hook-Hansen also said that a resident asked if the City would purchase her home for \$6,000.00, as she said the house needs to be torn down. The Council did not take any formal action regarding this matter and will discuss at a later meeting.
- City Maintenance Serocki gave verbal report on public works items completed.

Communications: None

Unfinished Business:

- Upon a motion by Miller with a second by Madison, the Council unanimously denied the \$6,000 to contract with DSI to apply for Loan Demolition Grant.
- Resident requested that a building permit request for 515 2nd St N. for the addition of deck/porch be withdrawn.

New Business:

- Upon a motion by Miller with a second by Madison, the Council unanimously approved the building permit at 321 S Jefferson St. for an addition on the building.
- Upon a motion by Miller with a second by Westbrook, the Council unanimously approved the Truth in Taxation Public Meeting, a meeting during which the public may be heard about the levy for 2023, and the Final 2023 Budget and Levy set, for December 5th, 2022 at 6:00pm.
- Upon a motion by Madison with a second by Westbrook, the Council 4-1 approved the PEIP Renewal and increase rate changes in the benefits schedule from 955.68 per month per employee to 1151.54 per month per employee. Warren dissented.

**Browns Valley Regular City Council Meeting Approved Minutes
October 10, 2022**

Other Business: Hook-Hansen presented the to the council the Summary Budget information. Discussion involved the Sheriff's contract and library budget.

Upcoming Dates:

December 5th TNT Hearing

December 19th Final Tax Levy to County Auditor


Items for council to consider for future: Union Rep meeting-Sheriff's contract

Next scheduled meeting Monday October 24th at 5:30 p.m.

The meeting adjourned at 7:24 p.m.

Minutes submitted by:

Approved by:



Jodi Hook-Hansen, City Administrator



Mike Heck, Mayor / Acting Mayor