



## Browns Valley Regular City Council Meeting Approved Minutes January 24, 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, 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, Code Enforcement Officer Terry Biewer, and Attorney Matt Franzese.

**Absent:** None

Others present: Al Duffield, Dave Metz, Don Johnson, Brad Bartz, Mike Smith, Larry Pelzel, Lon Medberry Sr., Sheriff Trevor Wright, Brenda Bartz. Deputy Gordon LeClair, Lisa Graphenteen

The meeting was called to order at 4:33 p.m. by Mayor Mike Heck

The Pledge of Allegiance was recited by those in attendance.

### **Public Forum: None**

Brenda Bartz requested to be added to the agenda in regards to written notice sent to City Administrator of public data requesting all safety and health violations for all of her personal rental properties from 2012 to 2021.

**Visitors:** Al Duffield, Dave Metz, Don Johnson, Brad Bartz, Mike Smith, Larry Pelzel, Lon Medberry Sr. were present to discuss the increase of the fire contracts from \$100 per section to \$175 per section. They requested to move the increase to 2023 as they need to levy the taxes for the increase. They also requested to lower the increase from \$175 per section to \$150. The Council and Township officers agreed to negotiate charges at a later date.

- Upon a motion by Warren with a second by Miller, the Council unanimously approved to move the new contract charges to 2023 and to negotiate new charges both are agreeable to.

### **Agenda**

Upon a motion by Westbrook with a second by Madison, the Council unanimously approved the agenda with additions of Brenda Bartz.

### **Consent Agenda**

- Upon a motion by Warren with a second by Madison, the council unanimously approved the Resolution 22-02 Sponsor for Redevelopment Grant Program with Mayor Heck Abstain.
  - Signature for Conflict of Interest was also signed by Heck and Warren.
- Upon a motion by Warren with a second by Westbrook, the Council unanimously approved the Regular Meeting Minutes from January 10, 2022.
- Upon a motion by Madison with a second by Miller, the council unanimously approved the claims for a grand total of \$35,038.14
  - Wages: January 3<sup>rd</sup> = \$7,048.97
  - January 24 = \$27,989.17

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

- Library Director Bernice Piechowski gave a verbal report about activities, gave council approved meeting minutes from October 14, 2021, and informed the council of a vacant position on the Library board.
  - Upon a motion by Miller with a second by Warren, the Council unanimously approved to appoint Dianne Johnson to the Library board.
- Code Enforcement officer Biewer gave verbal report on actions done to enforce City ordinances.
- Hook-Hansen informed council of 2021 audit being conducted. FEMA Fire Department grant application for 101,036.04, a Redevelopment Grant of \$117,000 has been submitted, and working with David Drown and Associates on a Tax Increment Financing (TIF) to assist in paying for the project.
- Serocki informed council that the water to Well 4 will be the main well while Well 3 is being rehabilitated at the end of January.

**Communications: None**

**Unfinished Business: None**

**New Business:**

- Upon a motion by Miller with a second by Warren, the council unanimously approved of the Special Events Permit for the Browns Valley Liquor Store for Sunday February 13, 2022.
- Upon a motion by Warren with a second by Madison, the council unanimously approved to increase Ambulance runs for EMT from \$30 to \$45 and EMR from \$20 to \$35.

**Other Business:**

- Brenda Bartz informed the council of her request sent to the City Administrator for public data of all safety and health violations on all her rental properties from 2012 to 2021. Hook-Hansen informed Ms. Bartz that there will be a \$25 search charge per property and copy charges of .25 cents per copy. She informed us that she is now requesting for a visual inspect to all avoid charges. Hook-Hansen informed her there will still be a \$25 search charge since this information is not readily available for public review. Attorney Franzese will advise in regards to Statues.
- Upon a motion by Westbrook with a second by Miller, the council unanimously approved to move forward with Ordinance 91.05 in changing all impounding dates to max of 3 days. Hook-Hansen will review all animal ordinances to see if there are any other dates that will need to match this ordinance.

**Upcoming Dates:**

**February 21<sup>st</sup> -Closed**

**February 14 & 28 Council Meetings 4:30 p.m.**

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


**Next scheduled meeting Monday February 14 at 4:30 p.m.**

The meeting adjourned at 6:00 p.m.

Minutes submitted by:

Approved by:

  
Jodi Hook-Hansen, City Administrator

  
Mike Heck, Mayor/ Acting Mayor