

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, Tony Miller, and Ken Warren. Also in attendance were Bill and Lisa Mooren, William Robins, Bernice Piechowski, Tanya Brick, Tony Serocki, Matt Franzese, and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Hansen.

Motion by Warren with second by Heck to close the meeting.

Motion by Heck with second by Madison to open the meeting.

The result of the meeting is that the council will resume the closed meeting in two weeks so that they can review the documents that were presented to them during this time period. Any supplemental information directly related to this closed meeting will be required to be given to the city administrator by Friday, April 20, 2018.

### **Visitors**

Bill and Lisa Mooren would like to donate the building located at 308 W Broadway to the city. After they purchased the building, a vehicle backed into it causing the west wall to lean more into the driveway between it and the Post Office. Motion by Hansen with second by Madison to accept the donation of 308 W Broadway. Heck about the liability of the City if they accept the donation at this meeting and the wall topples over the next day. A motion by Hansen to rescind his motion to accept the donation of the building. Motion by Heck with second by Miller to table the discussion until the next meeting.

### **Unfinished Business**

Due to a claim from Houston Engineering the council first needs to approve the professional services with the Upper Minnesota Valley Rural Development Commission (UMVRDC).

Motion by Heck with second by Warren, council unanimously approved to accept the contract for professional services with the UMVRDC.

### **Consent Agenda**

Upon motion from Warren seconded by Miller, the council unanimously approved the minutes of the March 26, 2018, Regular Council meeting.

### **Bills**

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon motion by Warren and a second by Heck, that 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: \$ 30,918.51

Wages: Not reported

Motion passed 5-0.

## **Memorials / Donations**

Motion made by Miller with second by Warren to accept the following donations to these city departments:

<b>In memory of/from</b>	<b>Department for Donation</b>	<b>Amount donated</b>
Folsom Twp	Ambulance	\$1,000.00
Roberts County Browns Valley Ambulance District	Ambulance	\$4,000.00

## **Correspondence**

Council members reviewed the Library Board minutes from February 20, 2018.

## **New Business**

Schmitz provided the council with a Capital Projects tracking form to identify what has been levied since 2002 to the present date for Streets – Capital and Maintenance Equipment – Capital. The tracking form is to be referred to when making decisions for the use of capital expenses. They discussed several projects that are in need to be done.

Council reviewed two bids for valves that would be placed in three intersections along second street south. After discussion it was decided that valves for one intersection would be bought at this time and possibly replaced this spring.

Motion by Miller with second by Warren, council unanimously approved the purchase of street valves.

The Browns Valley Historical Society has asked if the council would mind if they were to place a sign at the City Park. The sign would advertize the Browns Valley Historical Society and Browns Valley Man and be mounted below the existing City Park sign. The historical society will be informed that the council would like to see a design and size of the sign prior to its approval.

Motion from Heck with second by Warren, council unanimously approved the invoice from Houston Engineering.

Schmitz reported that he is having difficulty utilizing his accumulated vacation. He was asked for ideas that could be done so that he would be able to take this and forthcoming vacation days. Schmitz provided two options, (1) hold only one meeting per month for the next four to six months to alleviate the time concluding duties after the one meeting and preparing for the second meeting, or (2) pay out four weeks of vacation reducing his already accumulated time.

Motion by Miller with second by Warren, council unanimously approved paying out four weeks of vacation for Schmitz.

## **Department Reports**

### **Public Utilities**

Serocki reported that they will be replacing the roof on smaller well house. He also reported that he purchased stronger rain gutter hangers and will be installing them on the gutters to the maintenance shop. They will strive to jet sewer lines this year and is making a new Minnesota sign to be hung on the tennis court fence at Backus Field.

### **Ambulance**

Brick reported that a few members of the fire department and ambulance service join the emergency vehicle driving class that was held in Beardsley. There will be a class held in Browns Valley on May 5 for the remainder of the crews.

Brick also recommended that the City begin to advertize for the ambulance manager position.

**Attorney**

Franzese presented his time slips for the months of January thru March. He reported that he will be amending the ordinance regarding parking on city streets during a snow emergency. The ordinance currently reads that once a snow emergency has been declared that vehicles parked on the street can be towed. He will be amending the ordinance to a fine for the first infraction, fine for the second infraction and a charge and jail time for the third infraction. Franzese provided an update of the inspection of Wayne Hoffart's home.

Moved by Hansen to adjourn the meeting at 7:45pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor