

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 Ken Warren, Tony Miller, Neil Madison, and Ken Westbrook. Also in attendance were 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 Heck.

Additions to the Agenda

Additions to the agenda were:

- An invoice from Houston Engineering Inc. for services provided in April of 2019 in the amount of \$10,322.75
- An invoice for purchasing easements for the Browns Valley Toelle Coulee Flood Mitigation Project in the amount of \$80,414.50.
- Settlement Agreement with Wayne Hoffart
- Findings

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

Building Permit

Upon a motion from Warren with second by Miller, the Council unanimously approved the building permit for Angela Beacom at 114 1st Ave. S.E., to install a fence.

Correspondence

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

Unfinished Business

Schmitz reported that he had contacted the contractors that bid on the Little Minnesota River Mitigation Project. He said that he had informed Sara Gronfeld that the City plans to go forward with the project. She wanted to ensure that the size of rock met the bid specs otherwise the City wouldn't qualify for the funding through them.

Franzese reported that he has met with Wayne Hoffart, Charlotte Culbertson (Hoffart's attorney), and Administrator Schmitz. Mr. Hoffart agreed to vacate his home located at 302 W Broadway declaring that the building is hazardous and will move forward to raise the building and other structures on that parcel. He will then sign the deed over to the City. In this settlement, the City will bear the costs of raising the structures. If Mr. Hoffart chooses to relocate to his residence at 22 3rd Street South, the City will work with him to approve a contractor's request to install an egress window in the basement area of this residence.

Upon a motion from Warren with second by Miller, the Council unanimously approved the settlement agreement between Wayne Hoffart and the City of Browns Valley.

Schmitz reported that he had spoken to Tina Erickson regarding the City purchasing it. The committee that was established to negotiate the price with Erickson had not contacted her as of this call.

Franzese read the Findings Of Fact And Decision resulting from the public meeting with John Tchida, Browns Valley Liquor Store.

New Business

Upon a motion from Miller with second by Heck, the Council approved with a 3-2 vote Invoice Number 2019.1 for the purchase of easements for the Browns Valley Coulee Flood Mitigation Project in the amount of \$80,414.50. Ken Westbrook and Ken Warren voted no as they would like to see an itemized statement of property owners and the amount they will receive for the purchase of the easements.

Upon a motion from Westbrook with second by Miller, the Council unanimously approved the Houston Engineering Invoice Number 0043302 in the amount of \$10,322.75.

Serocki found mushrooms growing along a wall in the maintenance shop. The Council was given

Library

Piechowski reported that the director of the Wheaton Library is writing a grant to visit a historical residence during the month of August in Moorhead, Minnesota. The director in Wheaton is also trying to schedule time to visit the Heritage Hjemkomst Interpretative Center in Moorhead during the same trip.

She reported that the summer reading program will start June 12th. The Council was given a pamphlet with dates and list of special programs that will be hosted at the Library this summer.

Ambulance Manager

Schmitz reported that the appreciation supper that the Service hosted during EMS Week was well received. Around 101 people attended the event and \$1,400.00 was raised on the free-will donation.

Work session to discuss rehiring the Clerk/Administrator/Treasurer position.

The Council reviewed job descriptions of Clerk/Treasurer, Clerk/Administrator/Treasurer and a document identifying office duties that haven't been able to be accomplished with only a one person office. Franzese emailed the Council a copy of Chapter 8 of the Handbook for Minnesota Cities, City Administrator Staff. The Council discussed increasing Arlene Reinart's time to 20 hours per week at City Hall, as she already works 8 hours per week.

Upon a motion from Heck with second by Westbrook, the Council unanimously approved to increase the time allocated to Arlene Reinart to work in City Hall to 20 hours per week. Her wage will remain the same and she will receive the full single coverage for the health insurance benefit.

Meeting was adjourned at 6:57 p.m. and work session adjourned at 8:00 p.m.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Mike Heck, Mayor