

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 Tony Miller, Neil Madison, and Ken Westbrook. Absent Ken Warren. Also in attendance were Librarian Bernice Piechowski, Public Works Director Tony Serocki, 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:

- Claims for Twin Valley Tire in the amount of \$193.77, Laura Wegworth in the amount of \$60.00 and Health Partners Claims Department in the amount of \$930.00

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

### **Consent Agenda**

Upon a motion from Westbrook and second by Madison, the Council approved with a vote of 4-0 the minutes of the Regular Council meeting of February 25, 2019 with noted changes.

### **Revenue Statement**

Upon a motion from Miller with second by Madison, the Council approved with a vote of 4-0 the revenue statement from the month of February, 2019.

### **Bills**

Following presentation and discussion of prepaid claim, claims to be paid, and employee wages, upon a motion by Madison and second by Miller, the Council with a vote of 4-0 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: \$10,964.10      Wages: \$6,635.77

### **Memorials/Donations**

Upon a motion from Miller and second by Westbrook, the Council approved with a vote of 4-0 Resolution 19-07, A Resolution Accepting A Donation to the City of Browns Valley.

### **Correspondence**

The Council reviewed the list of delinquent utilities for the month January.

The Council reviewed the notice for the upcoming annual weed meeting from the Traverse County Weed Inspector.

### **Unfinished Business**

Serocki reported that he had taken the plow truck to Little Falls to have the new plow mounted. He was told that additional mounting framework would be needed to install the plow to the truck. Additional fabrication would also be needed so that the wing would be able to work with the new plow. The additional cost for this would be near \$4,000.00. Serocki said that he had talked with Lee Hansen and Lee recommended the City should be able to find a plow truck on auction sites for a more reasonable price than what you will find at a dealer.

Heck reported that he had been communicating with Lori Moxness from Otter Tail Power Company (OTPCO) regarding cost comparisons should the City retain ownership of the 20 light poles on Broadway or sell them to OTPCO and be charged a monthly fee. There are definite benefits to retain ownership of the lighting standards. The City would receive a rebate from OTPCO to change the lighting to LED. The cost of the lamp replacement would pay for itself in a little more than three (3) years with the savings because of the LED lighting. After this time, the savings would be a reduction of electrical costs for lighting on Broadway.

Heck has asked Moxness the difference between the \$1,450.00 per month that she had estimated as the cost for lighting on Broadway compared to the \$1,600.00 to \$1,700.00 per month that the City sees on the monthly bill. He was told that the additional costs are taxes and maintenance fees. There would be no maintenance fees after the changeover is complete as it wouldn't be needed due to the extended life expectancy of LED lighting.

Upon a motion from Heck with second by Miller, the Council approved with a vote of 4-0 to retain ownership of the 20 lighting standards on Broadway and replace the existing lighting with LED lighting.

Schmitz reported that the cost for the Lakos intake screen, gasket and shipping from Dakota Supply Group Inc totals \$3,164.00 and \$4,015.00 from WWGoetsch.

Upon a motion from Heck with second by Westbrook, the Council approved with a vote of 4-0 to purchase the Lakos intake screen and gasket from Dakota Supply Group LLC.

The Council reviewed costs of 6" and 8" gate valves that will be needed for a valve replacement project this summer. The valves have been identified at various intersections of the County road along Third Street South, Second Avenue South, Bluff Street, and Jackson Street. Estimates per valve were obtained from Milbank Winwater and Dakota Supply Group Inc.

Upon a motion from Westbrook with second by Miller, the Council approved with a vote of 4-0 to purchase the gate valves when the need arises from Milbank Winwater.

The Council discussed the amount of monies that should be set to spend on the valve replacement project.

Upon a motion from Miller with second by Westbrook, the Council approved with a vote of 4-0 to set the amount to \$75,000.00 for the project in 2019.

Heck and Westbrook will attend the LMC Safety & Loss Control Workshop on March 28.

### **New Business**

Upon a motion from Westbrook with second by Madison, the Council approved with a vote of 4-0 the Houston Engineering Invoice Number 0042412 in the amount of \$4,661.50, the Upper Minnesota Valley Regional Development Commission Invoice Number 63 in the amount of \$5,865.00 and the Rinke Noonan Invoice Number 294260 in the amount of \$829.43.

The Council reviewed four bids for the provision of architectural and engineering plans and specifications and construction administration service for a single story, post framed, maintenance facility. The bids were: \$56,780.00 from WidsethSmithNolting, \$54,450.00 from BOLLIGinc Engineering & Environmental, \$58,750.00 from designArc Group, and \$29,000.00 from Structural Buildings.

Upon a motion from Madison with second by Miller, the Council approved with a vote of 4-0 to utilize Structural Buildings for the purpose of professional and engineering services for the public works building.

The Council reviewed several scenarios showing the amounts of annual payments, over a various number of years, for the bond payment of the public works building.

**Administrator**

Schmitz reported that Attorney Franzese received video recordings that are believed to be of the sewer runs going to utility patrons. The recordings are identified on the sewer project's punch list that has yet to be provided to the City.

The County Board of Appeals will be on Thursday, April 4 at 2:15 in the meeting room of the Library.

The Auditor will be attending the April 8<sup>th</sup> meeting to present an overview of the 2018 audit.

Upon a motion by Miller with second by Heck, the Council approved 4-0 to close the meeting pursuant to M.S.A. §13D.05, Subd. 3(b) in order to discuss matters permitted by the attorney-client privilege.

Upon a motion by Madison with second by Heck, the Council approved 4-0 to open and resume the regular scheduled meeting of the Browns Valley City Council.

Meeting was adjourned by Heck at 7:22 p.m.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Michael J. Heck, Mayor