

The Pledge of Allegiance was recited by those in attendance.

The regular council meeting of the City of Browns Valley, MN was held at the Public Library. Council members present were: Mayor Hansen, Members: Neil Madison, Tony Miller, and Ken Warren. Also in attendance: Doug Host CliftonLarsonAllen, Neil and Darla Bergeson, Bernice Piechowski, Tanya Brick, Darrell Dobbs, Brad Bartz, and Tom Schmitz. The meeting was called to order at 5:30pm by Mayor Hansen

Doug Host, the City's auditor, provided the council with the findings of the 2017 audit. Host stated that the City is doing well and is financially stable. A copy of the City's financial report can be seen at the Library or City Hall.

### **Additions to the Agenda**

Schmitz noted changes to claims included in the agenda packet as well as new claims that need to be paid prior to the next meeting.

- Remove one check to Ridgewater College in the amount of \$1,00.00 as it was entered into the claims twice
- An additional \$1,500.00 to Ann Dayton for cookbooks
- Eastside Carwash in the amount of \$100.00
- Cenex Fleet Card in the amount of \$302.65

Motion by Warren with second by Miller, council unanimously approved the additions to the agenda.

### **Consent Agenda**

Upon motion from Warren seconded by Madison, the council unanimously approved the minutes of the April 23, 2018, Regular Council meeting.

### **Financial Statements**

Motion by Warren with second by Miller, council unanimously approved the May 29, 2018 Financial Report.

### **Bills**

Following presentation and discussion of claims to be paid, a motion was made by Heck and a second by Miller, 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: \$14,368.06                      Claims for approval: \$42,022.10                      Wages: \$19,456.81

Motion passed 4-0.

### **Visitors**

Tim Hoffman presented material and labor costs to replace the water tower controller system in City Hall, well house, and water tower, pump house. The estimate for labor and material is \$21,113.00, Cell control-\$8,580.00 and program app fee of \$250.00 totaling \$29,943.00

Neil Bergeson addressed the council regarding a complaint of Dakota Waste being in town later on a Sunday night. Bergeson stated that there are times when he is called to one of the larger customers in town

asking for an additional pickup. This pickup may be on a Sunday or Sunday evening. While in town Dakota Waste may empty other commercial dumpsters while they're in town to reduce the demand for emptying garbage on Mondays. Bergeson also stated that there are Sunday nights that they pick up the commercial accounts as they may have maintenance scheduled for their truck on Monday morning. By doing the Sunday pickup, it allows for the time needed for this appointment. Bergeson stated that they are trying to accommodate to people's needs and provide a good service.

### **Building Permit**

Motion by Warren with second by Hansen, council unanimously approved the building permit for WD Coop Elevator to demo four concrete silos and five bins, and install tower grain dryer, grain handling equipment and 16' X 20' electrical shed.

### **Correspondence**

- Schmitz provided the council with a list of name of who have delinquent utilities

### **Unfinished Business**

Schmitz reported that he had visited with Wayne Hoffart regarding the engineer's findings from the inspection of Hoffart's basement and building exterior. He stated that Wayne will attend the next council meeting to discuss the findings.

Schmitz reported that he spoke with Phillip Deal regarding the concern of the importance of the drainage ditch along the North border of the elevator property. He stated that Deal feels that the ditch is advantageous not only for the City but also WD Coop Elevator. Schmitz reported that they spoke of the existing verbal agreement that the City mow on the North side of the ditch. Deal would like to see a memorandum of understanding so that there is written documentation of this agreement for future City and Elevator administrators.

Greg Schmidt Builders provided an estimate to cover the roof of the maintenance shop. His estimate is \$40,000.00 being the max. This cost includes building an incline bridging the shop and Laundromat. Schmitz reported that Nobel Roofing was planning to look at the roof on the Laundromat and that he would ask them to provide a quote for the shop roof.

Council discussed the items in the list of capital projects identifying the importance and need, and of what order the projects should be done. Other capital projects being considered are tarring more City streets, the demolition of 329 W Broadway, and water tower control.

Motion by Miller with second by Madison council unanimously approved going forward with the demolition of 329 W Broadway and replacement of the water controller.

Motion by Miller with second by Madison council unanimously approved to table the discussion on the shop roof until a second bid is attained.

Schmitz provided a report on the progress on the Coulee project. Bids are still expected to be let in July.

### **New Business**

Motion by Warren with second by Hansen, council unanimously approved to not reinstate membership to the Minnesota Association of Small Cities.

Motion by Miller with second by Madison, council unanimously approved the resignation from Lon

Medbery of the Browns Valley Ambulance Service effective June 30, 2018.

Motion by Madison with second by Miller, council unanimously approves the payment of \$858.00 to Rinke Noonan Attorneys at Law. Schmitz will for the approval of the pay request to the Upper Minnesota Valley Regional Development Commission.

Cy Spinler has asked the Traverse County Board of Commission to allow him to pay the past due taxes on the garage, belonging to the house, at 232 Church Street. The Board of Commission has asked the City Council for their recommendation to have Cy Spinler to pay the taxes or place it on the tax forfeiture list. Motion by Miller with second by Madison, council unanimously approved that the property listed above be placed on the tax forfeiture list and be sold during the County Auditor's tax forfeiture sale.

Miller asked if he were to run a hydrant to the lot East of his welding shop and what the costs would be per month. There is a hydrant set up outside of Bob Goodhart's shop. Dobbs is to find out if the water usage of the hydrant is being counted at the meter inside of the shop.

There was a good response by residents during the two days of the appliance and furniture pickup. The total landfill cost at the Robert's County Landfill was \$114.12. Schmitz asked if he should bill a set amount to eight residents that had had several items taken to the landfill or if the Council would approve waiving any fees. Looking back in the records, Schmitz found that landfill costs were near equal to the costs being charged this year, there were no charges sent to participating residents.

Motion by Warren with second by Miller, council unanimously approved to waive charging residents a fee for items that were set out during the spring clean up and to make sure that it is advertized in future years that there may be charges for items being taken to the landfill.

## **Department Reports**

### **Library**

Piechowski reported that the sale for cookbooks is well received and that there is a waiting list of 140 people waiting for new books to come in. She provided an update of future events that will take place in the future and throughout the summer.

### **Administration**

Schmitz reported:

- Arlene Reinart started working in City Hall. She is scheduled to work eight hours per week and will be learning the utility billing system.
- LMICT the claim for the accident with Brad Wenker's pickup truck
- Curt Powers would like the Council to know that there will be more activities held at the City Park during Sam Brown Days
- That the irrigator was damaged sometime over the winter due to high winds. The insurance adjuster has been out to look at it and is working on the claim
- That Tony Serocki provided a report of what the Public Works department has been working on lately.

Moved by Hansen to adjourn the meeting at 07:45pm.

Minutes submitted by:

Approved by:

Thomas A Schmitz, Clerk

Harold Hansen, Mayor

