



## Browns Valley Regular City Council Meeting Approved Minutes September 14, 2020

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, Tony Miller, Neil Madison, and Kenny Westbrook. Also, in attendance were City Administrator Jodi Hook, Library Director Bernice Piechowski, City Maintenance Tony Serocki, CPA-Brian Koehn, and City Attorney Matt Franzese.

**Absent:** None

The meeting was called to order at 5:30 p.m. by Mike Heck  
The Pledge of Allegiance was recited by those in attendance

**Visitors:** Chris/Heather Faith-Dog Issue did not attend. Mike Toelle-Refund on rent did not attend. Brian D. Koehn, CPA,-Audit

- Upon a motion by Westbrook with a second by Warren, the Council unanimously approved the addition Ordinance 92.36 to the agenda.

### **Consent Agenda**

- Upon a motion by Westbrook with a second by Madison, the Council unanimously approved the August 24, 2020 Regular Meeting Minutes.
- Upon a motion by Warren with a second by Miller, the Council unanimously approved Resolution 20-19, A Resolution Accepting a Donation to the City of Browns Valley.
- Upon a motion by Warren with a second by Madison the Council unanimously approved the Claims-  
Wages: September 1st =\$10,265.22  
Claims Additional –September 14th = \$19,077.14
- Upon a motion by Miller with a second by Madison the Council unanimously approved the Treasures report

### **Department Reports: Ambulance-Fire Department-Public Works-Library**

#### **Admin:**

BV Sign for relocation on Reed's Property-Hook inquired with Overland and with MN DOT  
Advertised for Farmland for lease 2 yr. contract  
Letter of Support was sent for Valley Telephone broadband grant application that will bring high-speed internet service to Browns Valley

#### **Communications:**

The building committee Warren and Westbrook met with Kent Rohr on Thursday September 10 to discuss construction of the new shop building.

**Unfinished Business**

- Covid funds to be utilized on new ambulance purchase was tabled

**New Business**

- Upon a motion by Miller with a second by Warren the Council unanimously approved the Audit by Brian D. Koehn, CPA,
- The preliminary budget was discussed and tabled
- Maintenance-Purchase or Repair generator Motion Tabled
- Upon a motion by Warren with a second by Westbrook the Council unanimously approved to Pay off USDA Loan#9 \$28,452.42 November
- Upon a motion by Miller with a second by Westbrook the Council unanimously approved Building Permit 429 West Broadway; and 116 2<sup>nd</sup> St. SE
- Upon a motion by Miller with a second by Westbrook the Council unanimously approved to receive bids for 2 laptops for Ambulance and Maintenance.
- Purchase of ILS Book Sanitizer-Library Covid Funds Tabled
- Upon a motion by Westbrook with a second by Miller the Council unanimously approved Purchase of Land Public Sale of Tax-Forfeited Lands
- The city council conducted a 6-month performance review on City Administrator Jodi Hook where the council did not take any formal action to approve of a raise.

**Other Business**

- Upon a motion by Heck with a second by Miller the Council unanimously approved Amendment to Ordinance No. 92.33 Dealing with Abatement Procedures within the City of Browns Valley.
- Upon a motion by Madison with a second by Miller the Council unanimously approved the summary No. 92.33 Dealing with Abatement Procedures within the City of Browns Valley.

**Upcoming Dates:** Sept 24th Ottertail Assessment.

**Items for council to consider for future:** Budget and Bids

**Next scheduled meeting Monday September 28<sup>th</sup> at 5:30PM**

The meeting adjourned at 7:49 pm.

Minutes submitted by:

Approved by:

  
Jodi Hook, City Administrator

  
Mike Heck, Mayor/ Acting Mayor