



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, Neil Madison, Tony Miller, Devan Dobbs, Jan Biewer. Also, in attendance were City Maintenance Tony Serocki, City Administrator Jodi Hook-Hansen, Library Director Bernice Piechowski, and Code Enforcement Officer Terry Biewer,

Absent:

Others present:

The meeting was called to order at 5:30 p.m. by Mayor Mike Heck.

The Pledge of Allegiance was recited by those in attendance.

Hook-Hansen administered the Oath of Office for newly elected members:

Mayor - Mike Heck term expires 2024

Council- Jan Biewer term expires 2026

Council- Devan Dobbs term expires 2026

Agenda

Upon a motion by Biewer with a second by Miller, the Council unanimously approved the agenda with the additions of Fire Dept sales quote from Hardware Hank and Resolution 23-03.

Public Hearing: None at this time.

Consent Agenda

- Upon a motion by Dobbs with a second by Madison, the Council unanimously approved the December 19, 2022, Regular Meeting Minutes.
- Upon a motion by Madison with a second by Dobbs, the Council unanimously approved the claims for a grand total of \$124,771.37 to include Wages January 3rd = \$11,971.80 and the Claims: January 9th = \$112,799.57.
- Upon a motion by Madison with a second by Biewer, the Council unanimously approved the Delinquency Report.
- Upon a motion by Biewer with a second by Miller, the Council unanimously approved the Treasurers Report.
- Upon a motion by Madison with a second by Dobbs, the Council unanimously approved the Resolution 23-01, a Resolution Accepting a Donation to the City in the amount of \$33,100.00 from the Beardsley Fire Relief Ambulance Fund Raiser and \$935.00 from the Beardsley United Fund Drive.
- Upon a motion by Biewer with a second by Miller, the Council on 4 to 1 vote approved the Resolution 23-02 a Resolution to Adopt an Electronic Funds Wire Transfer Policy for the City of

Browns Valley and to remove CHS Border States Coop-Fuel-Propane-Chemicals, Cenex Fleet Card-Fuel and Otter Tail Electric- Electricity Bill from the list. Dobbs Dissented.

Department Reports:

- City Administrator Hook-Hansen gave a verbal report on administrative items completed in the office.
- Library Director Piechowski gave a verbal report about activities at the library.
- Code Enforcement Officer Biewer gave a verbal report on actions done to enforce City ordinances and items completed in the office.
- City Maintenance Serocki gave verbal report on public works items completed.

Communications: None at this time.

Unfinished Business: None at this time.

New Business:

- Upon a motion by Dobbs with a second by Biewer, the Council unanimously approved of the Appointments and Committees.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved to remove Ken Warren from the bank accounts and to approve the Resolution 23-03 a Resolution Making Appointments to Corporate Authorized Signers for the City of Browns Valley.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved of the Standard Mileage rate of 65.5 cents.
- Upon a motion by Miller with a second by Heck, the Council unanimously Approval of Wage Schedule for Union Members and Labor Union Agreement.
- Upon a motion by Miller with a second by Biewer, the Council unanimously approved of Piechowski Medicare monthly payment to be added to paycheck.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved of the Kibble Equipment quote to purchase a John Deere RC 8M Semi-Mount Hydraulic Offset Drive, Rotary Cutter-540 RPM PTO in the amount of \$12,000.00 for the Maintenance Dept.
- Upon a motion by Miller with a second by Biewer, the Council unanimously approved of the Tobacco Licenses for Cenex and Dollar General with an application fee of \$100.00

Other Business:

- Upon a motion by Biewer with a second by Miller, the Council unanimously approved of the Fire Dept sales quote from Hardware Hank to purchase M18 Sawzall 2821-21 (1 Battery), M18 Drill Kit 2904-22 (2 Battery) M18 Touch Flashlight (tool only) M18 Battery 5.0 for total of \$1,079.95

Public Forum: None at this time.

Upcoming Dates:

Items for council to consider for future: Committees to review Personnel Handbook and Ordinance Book & EDA Committee

Next scheduled meeting: Monday January 23rd at 5:30 p.m.

The meeting adjourned at 6:37 p.m.

Minutes submitted by:

Approved by:

Jodi Hook-Hansen, City Administrator

Mike Heck, Mayor / Acting Mayor