



## Browns Valley Regular City Council Meeting Approved Minutes March 13, 2023

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:** None

Others present: Edith Foren, and Richard Johnson

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

### **Agenda**

Upon a motion by Madison with a second by Dobbs, the Council unanimously approved the agenda.

**Public Hearing:** None at this time.

### **Consent Agenda**

- Upon a motion by Biewer with a second by Miller, the Council unanimously approved the February 27, 2023, Regular Meeting Minutes.
- Upon a motion by Madison with a second by Biewer, the Council unanimously approved the claims for a grand total of \$39,985.55, including Wages (March 1<sup>st</sup> = \$10,827.83) and the Claims (March 13<sup>th</sup> = \$29,157.72).
- Upon a motion by Biewer with a second by Miller, the Council unanimously approved the Delinquency Report.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved the Treasurer's Report.

### **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 a verbal report on public works items completed and informed the Council about the wing on the plow truck needs a wing post assembly. Serocki asked for Council approval to purchase replacement items, and informed the Council that he had received a quote from Northern Truck Equipment for \$8090.00.

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- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved allowing Serocki to purchase the items needed to fix the wing on the plow truck from Northern Truck Equipment in the amount of \$8,090.00.

**Communications:** None at this time.

**Unfinished Business:** None at this time.

**New Business:**

- Richard Johnson (Historical Society) informed the Council they will wait until later spring to install the furnace in the Carnegie Library.
- Hook-Hansen informed the Council about the cameras on Broadway and the back of the shop, and that Park Region gave us a quote for leasing the equipment to include a new router system, an internal hard drive, 2 cameras, and installation. The pricing is the amount of \$101.95 per month, along with miscellaneous materials in the amount of \$150.00 and \$660.00 for installation and training-programing. The Council tabled this issue until staff could see if grant monies were available for security needs.
- Upon a motion by Biewer with a second by Madison, the Council unanimously approved staff's request to purchase 7 Christmas decorations lights for the street poles.
- The Council continued the discussion of water accountability, inactive accounts, and rate study. The staff is continuing to consider bracket rates for usage consumptions, which will increase usage rates for more gallons used. The increased usage rates will mostly affect the nursing home, school, apartments, and some residents.

**Other Business:**

**Public Forum:** None at this time.

**Dates:** April 10<sup>th</sup> 2:30 - Board of Appeals and Equalization in Library Meeting Room

**Items for Council to consider for future:** Forming committees to review our Personnel Handbook and Ordinance Book, and setting up an EDA Committee.

**Next scheduled meeting:** Monday March 27<sup>th</sup> at 5:30 p.m.

The meeting adjourned at 7:00 p.m.

Minutes submitted by:

Approved by:

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Jodi Hook-Hansen, City Administrator

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Mike Heck, Mayor / Acting Mayor