



Browns Valley Regular City Council Meeting Approved Minutes March 27, 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 Administrator Jodi Hook-Hansen, Library Director Bernice Piechowski, Code Enforcement Officer Terry Biewer, and City Attorney Matt Franzese.

Absent: City Maintenance Tony Serocki

Others present: Dale Dobbs, Don Carlson, Traverse County Sheriff Deputy Andy Miller, Larry Hall, John & Lisa Meyen, Curt & Terri Ritter, Fire Chief Brad Bartz, Fire Dept. Mike Piechowski and Ken Warren.

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 Miller with a second by Biewer, the Council unanimously approved the agenda, with the addition of 2 building permits from Jerry Johnson and Larry Hall, a chicken permit Victoria Ryg, Don Carlson about the fire services contract, a gambling permit for BVFD Relief Association fundraiser, and Fire Department Surplus items.

Public Hearing: None at this time.

Consent Agenda

- Upon a motion by Madison with a second by Miller, the Council unanimously approved the February 27, 2023, Regular Meeting Minutes.
- Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved the claims for a grand total of \$60,963.23, including Wages (March 16th = \$7,573.13) and the Claims (March 27th = \$53,390.10).
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved Resolution 23-09, a resolution accepting a donation in the amount of \$400.00 from Windsor Township.

Department Reports:

- Deputy Miller presented the Council with a monthly patrolling report.
- City Administrator Hook-Hansen gave reported on administrative items completed in the office. Hook-Hansen also informed the Council of parcel ID 20-0077000 that is behind taxes and the owner is deceased, and recommended a property tax redemption acceleration action be initiated.
 - Upon a motion by Heck with a second by Miller, the Council unanimously approved for Franzese to move forward with the legal proceeding.
- Library Director Piechowski reported on activities at the library.

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- Code Enforcement Officer Biewer reported on actions done to enforce City ordinances and items completed in the office.

Communications: None at this time.

Unfinished Business:

- The lease of the wireless router and security cameras from Park Region was tabled for more data regarding a grant.
- Upon a motion by Heck with a second by Miller, the Council unanimously approved of the Establishment of Ordinance Section 92.25.
- Upon a motion by Madison with a second by Biewer, the Council unanimously approved the Summary of Ordinance Section 92.25 for publication.
- Upon a motion by Biewer with a second by Madison, the Council unanimously approved the Amendment to Ordinances Section 92.21 and 92.23.
- Upon a motion by Madison with a second by Biewer, the Council unanimously approved the Summary of Amendment to Ordinances Section 92.21 and 92.23 for publication.

New Business:

- Upon a motion by Miller with a second by Madison, the Council unanimously approved the Special Event Permit from the American Legion for the Browns Valley Fireman's Relief fundraiser on April 22, 2023.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved the purchase of the mosquito control spray.
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved to sell City property at 434 E Broadway in the amount of \$1,500.00, and Parcel ID 20-0449000 in the amount of \$1,500.00.

Public Comment:

Don Carlson from Easter Township, South Dakota requested the Council reduce its fire services contract price from \$1,500 to \$1,2450. The Council did not take formal action on this request at this time.

Other Business:

- Upon a motion by Miller with a second by Biewer, the Council unanimously approved Victoria Ryg's chicken permit at 21 6th St N.
- Upon a motion by Miller with a second by Biewer, the Council unanimously approved the building permit for Jerry Johnson and Larry Hall at 211 West Broadway and 232 Church Street.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved the permit for lawfully gambling to be conducted at 310 1st Ave SW (Fire Hall) on April 22, 2023.

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- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved for Hook-Hansen to submit an application for the State Fire Marshal Grant in the amount of \$6,013.00, in order to purchase turn out gear dryer and installation.
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved for Hook-Hansen to submit an application for a USDA Grant for matching funds on the FEMA grant, and to apply for a fire siren, Polaris Ranger, jaws of life and additional items for turn out gear in the amount of \$258,956.04
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved to take surplus items to the HRF Auction on May 6th located in Sisseton, SD.

Dates: April 10th 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, Fire Department policy, Ordinance Book, and setting up an EDA Committee.

Next scheduled meeting: Monday April 10 at 5:30 p.m.

The meeting adjourned at 7:00 p.m.

Minutes submitted by:

Approved by:


Jodi Hook-Hansen, City Administrator


Mike Heck, Mayor / Acting Mayor

RESOLUTION NO. 23-09

A RESOLUTION ACCEPTING A DONATION TO THE CITY OF BROWNS VALLEY

WHEREAS, the City of Browns Valley is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amount(s) set forth below to the city:

Donated by	Purpose	Amount donated
Windsor Township	Ambulance Operating	\$200.00
Windsor Township	Fire Dept. Operating	\$200.00

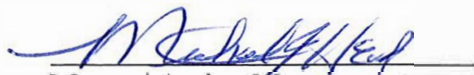
WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation(s) offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNS VALLEY, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Browns Valley, Minnesota this 27th day of March, 2023.



Mayor / Acting Mayor

Attested:


City Administrator