



**BROWNS VALLEY CITY COUNCIL MEETING
BROWNS VALLEY PUBLIC LIBRARY MEETING ROOM
Monday April 24, 2023 - 5:30 P.M.**

AGENDA

Call to order

Pledge of Allegiance

Roll Call: Mike Heck Tony Miller Neil Madison Jan Biewer Devan Dobbs

Others in attendance: Jodi Hook-Hansen, Tony Serocki, Bernice Piechowski, Terry Biewer, Matt Franzese

Absent:

Public Hearing:

- USDA Rural Development potential funding sources for Fire Department equipment items.
- Moratorium on THC/CBD products sold in Browns Valley

Visitors:

Approval of Agenda:

Consent Agenda

- April 10, 2023 Board of Appeal and Equalization Meeting Minutes
- April 10, 2023 Regular Meeting Minutes
- For a grand total of \$137,482.46

Wages: April 16 = \$7,575.53

Claims: April 24 = \$129,906.93

- Resolution 23-10 a Resolution accepting a donation to the City of Browns Valley

Department Reports: Sheriff's Dept-Ambulance-Fire Department-Public Works-Library-Admin/Code Officer

Communications: Flooding

Unfinished Business:

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.

New Business:

- Approval of the Emergency Declaration that covers the County as whole has been approved by the county board and has been submitted to the State.
- 313 3rd St N to demo garage

Other Business:

- Discussion of Water Accountability, Inactive Accounts and Rate Study.

Public Comment:

Dates:

- May 8th EDA Meeting at 4:00
- May 15-16 City Wide Clean up days Located at Traverse County Recycling Center 215 Park St.

Items for council to consider for future: Forming committees to review our Personnel Handbook, Fire Dept policy, Ordinance Book, and setting up an EDA Committee.

Next scheduled meeting Monday April 24 - 5:30 PM

Adjournment: Time _____

NOTE: The agenda is produced in advance of the council meeting. The actual meeting may consist of additional items, as may come before the council after the agenda is posted, or during the meeting itself.

**NOTICE OF PUBLIC HEARING TO CONSIDER
POTENTIAL FIRE DEPARTMENT EQUIPMENT FUNDING SOURCES
AND A MORATORIUM ON SALE OF THC/CBD PRODUCTS
IN THE CITY OF BROWNS VALLEY**

NOTICE IS HEREBY GIVEN that the City of Browns Valley will conduct a public hearing to obtain public comment on two issues: (1) to discuss potential funding sources for the Browns Valley Fire Department to purchase equipment, including from USDA Rural Development; and (2) a Moratorium on Sale of THC/CBD Products in the City of Browns Valley. The hearing will be held on Monday, April 24, 2023, at approximately 6:00 p.m. at the Browns Valley Public Library Meeting Room, 15 3rd Street South in the City of Browns Valley.

The purpose of the public hearing is to determine what source of funding the City should utilize in order to obtain funding for fire equipment for the Browns Valley Fire Department as well as determine whether to enact a moratorium, for up to a period of one year, in order to allow the Browns Valley City Council to conduct a study on whether to allow the sale of THC/CBD products in the City of Browns Valley.

The public is invited to submit written comments or present testimony at the hearing. Written comments must be submitted to the Browns Valley City Administrator at Browns Valley City Hall by no later than 4:00 p.m. on Thursday, April 20, 2023. Said written testimony may be delivered in person during regular business hours, by electronic mail to cityadminbv@prtcl.com, by mail to P.O. Box 334, Browns Valley, MN 56219. Please include your full name and complete mailing address with all correspondences. If you have any questions, please contact Jodi Hook-Hansen at (320) 695-2110.

**INTERIM ORDINANCE PLACING A MORATORIUM ON THE SALE OF
HEMP DERIVED TETRAHYDROCANNABINOLS (THC) FOOD AND BEVERAGES
WITHIN THE CITY OF BROWNS VALLEY**

The City Council of the City of Browns Valley ordains:

SECTION I: PURPOSE AND FINDINGS

- A. The City of Browns Valley (the “City”) recognizes significant public interest in a new State law that took effect July 1, 2022, Minnesota Laws 2022, Chapter 98 amending M.S.A. §151.72 (“Act”), that now makes it legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), the cannabis ingredient extracted from hemp (“Cannabis Products”).
- B. The purpose of the interim ordinance placing a moratorium on the sale of hemp derived THC food and beverages is to allow the county time to study the issue and consider licensing and rules, sales management controls for the sale of hemp derived THC food and beverages behind the sales counter; similar to tobacco sales and products, checking identifications (ID’s), enforcement, compliance checks, license fees and other regulatory issues to consider.
- C. Based on the most reliable and up-to-date scientific evidence, the City Council finds that the rapid introduction of newly legalized edible THC (specifically Delta-8, Delta-9, and Delta-10) products (“edibles”), presents a significant potential threat to the public health, safety, and welfare of the residents of the City of Browns Valley, and particularly to youth.
- D. The City of Browns Valley has the opportunity to be proactive and make decisions that will mitigate this threat and reduce exposure of young people to the products and to the marketing of these products.
- E. The United States Surgeon General has issued an advisory to alert the public to the known and potential harms to developing brains, posed by the increasing availability of highly potent THC in multiple, concentrated forms; and the reasons for concerns with the increasing use of marijuana by pregnant women, adolescents, and youth.
- F. The National Academies of Science, Engineering and Medicine note that the growing acceptance, accessibility, and use of cannabis and its derivatives have raised important public health concerns, while the lack of knowledge by the public of known cannabis-related health effects has led to misinformation about the negative health impact of its use.
- G. The Minnesota Board of Pharmacy has filed a civil lawsuit against a Minnesota manufacturer and retailer of edible Cannabis products. M.S.A. §151.72 provides that an edible cannabinoid product sold in Minnesota must not contain more than five milligrams of any hemp derived tetrahydrocannabinol (THC) in a single serving or more than a total of 50 milligrams per package. The lawsuit alleges the retailer sold edible cannabinoid products that contain THC far in excess of five milligrams per serving and far in excess of 50 milligrams per package. Investigators allegedly found packages containing 2,500 milligrams of THC. This is 50 times the amount permitted under Minnesota law. In addition, M.S.A. §151.72 states that edible cannabinoid products must not resemble or contain cartoon-like characteristics of a real or fictional person, animal, or fruit that appeals to children and must not be modeled after brands

primarily consumed by or marketed to children. Investigators allegedly found products resembling characteristics of a fictional bear, as well as products that are modeled after common gummy bear candies that are primarily consumed by and marketed to children, including packages of gummy bears that contained 50 times the amount of THC permitted under Minnesota law. (See *Minnesota Board of Pharmacy vs. Northland Vapor Moorhead, LLC*; *Northland Vapor Bemidji*; and *Wonky Confections, LLC* filed in Clay County, Minnesota)

- H. Research has found cannabis use during adolescence, especially of products high in THC or when use is heavy, is associated with suicide attempt, high school drop-out, higher likelihood of use of other illicit drugs, mental health impairment, elevated risk for addiction to THC, impaired driving, and deficits in memory and learning.
- I. The State of Minnesota has recognized the danger of cannabis use among youth by prohibiting the sale of edibles to those under age 21 (M.S.A. §151.72, subd. 3(c)) and by requiring that edibles be packaged without appeal to children and in child-resistant containers (M.S.A. §151.72, subd. 5a(b)).
- J. Many years of alcohol and tobacco retailing, which are likely to have parallels in cannabis retailing, have demonstrated that Minnesota retailers continue to sell alcohol and tobacco to underage consumers.
- K. Children and young people are particularly influenced by cues suggesting tobacco smoking is acceptable, which holds relevance for cannabis smoking.
- L. While the sale of edible THC products has been legalized in Minnesota, THC continues to be a Schedule I prohibited substance federally and therefore presents special challenges in multiple federally regulated spheres including banking, broadcasting, and immigration.
- M. All the above criteria and many more require consideration by health officials and policy makers before Otter Tail County can ensure the public safety is preserved.
- N. The Act authorizes the Minnesota Board of Pharmacy to enforce the Act, but the Act does not provide for any licensing of manufacturers or of those who sell Cannabis Products. The Act is also silent regarding the enactment of local regulations related to Cannabis Products.
- O. The Legislature did not expressly prohibit or limit local regulations, and the regulations established in the Act clearly do not constitute the Legislature having occupied the field of regulation regarding the sale of Cannabis Products.
- P. The City Council finds the uncertainties associated with sale of Cannabis Products, and the options for local regulation, compels the need for a study to develop information the City Council can rely on as it engages in policy discussions related to potential regulation of Cannabis Products through the possible adoption of licensing and zoning controls.

SECTION II: AUTHORITY AND JURISDICTION

- A. The City Council is authorized to adopt an interim ordinance “to regulate, restrict, or prohibit any use . . . within the jurisdiction or a portion thereof for a period not to exceed one year from the date it is effective.” M.S.A. §462.355, Subdivision 4(a).

- B. The City Council is also authorized as part of its general police powers, including but not limited to, M.S.A. §421.221, Subd. 32, through which the City may enact and enforce regulations or restrictions on THC Products within the City to protect the public safety, health, and welfare, including restrictions and a moratorium on the use of sales, testing, manufacturing, and distribution, during the pendency of a study to determine the need for police power regulations, including but not necessarily limited to licensing and permitting.
- C. The Minnesota Supreme Court in Almquist v. Town of Marshan, 245 N.W.2d 819 (Minn. 1976) upheld the enactment of a moratorium despite the lack of express statutory authority as being a power inherent in a broad legislative grant of power to municipalities. In most cases, the enactment of business licensing requirements is based on a city's police powers, which is the broadest grant of power to cities. Inherent in that broad grant of authority is the power to temporarily place a moratorium on a business activity to study and potentially implement licensing regulations on that business activity.
- D. There are business licensing and zoning issues associated with the sale of Cannabis Products the City Council determines it needs time to study to consider the development and adoption of appropriate local regulations. In order to protect the planning process and the health, safety, and welfare of the residents while the City conducts its study and the City Council engages in policy discussions regarding possible regulations, the City Council determines it is in the best interests of the City to impose a temporary moratorium on the sale of Cannabis Products.
- E. This Ordinance is enacted pursuant to Minnesota Statutes Chapters 145A allowing for local ordinances for counties to regulate actual and potential threats to the public health.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BROWNS VALLEY ORDAINS AS FOLLOWS:

- 1. That the following Interim Ordinance is hereby enacted to read as follows:
 - A. **Definitions.** For the purposes of this Ordinance, the following words, terms, and phrases shall have the meanings given them in this Article.
 - (1) "Act" means 2022 Minnesota Session Laws, Chapter 98 (H.F. No. 4065), amending Minnesota Statutes, section 151.72.
 - (2) "Cannabis Products" means Edible Cannabinoid Product regulated by the Act effective July 1, 2022. This term excludes products that are not intended to be eaten or consumed by humans or that contain less than 0.1 percent of any tetrahydrocannabinol.
 - (3) "City" means the City of Browns Valley.
 - (4) "City Code" means The Browns Valley City Code.
 - (5) "Edible Cannabinoid Product" has the same meaning given the term in Minnesota Statutes, section 151.72, subdivision 1(c).

- B. **Study.** The City shall conduct a study regarding Cannabis Products and provide the City Council a report on the potential regulations of such products. The report shall include the City staff's recommendations on whether the City Council should adopt regulations and, if so, the recommended types of regulations. The study shall consider, but is not limited to, the following:
- (1) The potential impacts of the sale of Cannabis Products within the City;
 - (2) Licensing the sale of Cannabis Products and related regulations; and
 - (3) Zoning regulations related to the sale, manufacture, and distribution of Cannabis Products as uses within the City.
- C. **Moratorium.** A moratorium is hereby imposed within the City to prohibit any business, person, or entity from offering for sale or selling Cannabis Products to the public within the jurisdictional boundaries of the City. The City shall not accept, process, or act on any application, site plan, building permit, or other zoning approval for a business proposing to engage in the sale of Cannabis Products.
- D. **Violations.** During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to offer for sale, or to sell, Cannabis Products within the City. Any person who violates, neglects, refuses to comply with, or assists or participates in any way in the violation of any of the provisions or requirements of this ordinance is guilty of a misdemeanor and is subject to a penalty of 90 days in jail and/or a \$1000 fine for each violation. Each day such violation continues shall constitute a separate offense.
- E. **Exceptions.** The moratorium imposed by this Ordinance does not apply to the sale of medical cannabis or non-edible hemp products that were lawful to sell prior to the effective date of the Act.
- F. **Enforcement.** A violation of this Ordinance shall be a misdemeanor. In addition, the City may enforce this Ordinance by mandamus, injunction, other appropriate civil remedy in any court of competent jurisdiction, or through the City's administrative penalties program under Section 205 of the City Code.
- G. **Severability.** Every section, provision, and part of this Ordinance is declared severable from every other article, section, provision, and part thereof. If any article, section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other article, section, provision, or part of this Ordinance.
- H. **Not Codified.** This Ordinance is transitory in nature and shall not be codified into the City Code.
- I. **Effective Date and Term.** This Ordinance shall be effective immediately and shall have a term of 12 months. This Ordinance shall remain in effect until the expiration of the 12-month term, until it is expressly repealed by the City Council, or until the effective date of an ordinance amending the City Code to address the sale of Cannabis Products,

whichever occurs first.

PASSED AND ADOPTED this 10th day of April, 2023.

BROWNS VALLEY CITY COUNCIL

Mike Heck, Mayor

ATTEST:

Jodi Hook-Hansen, City Administrator



Browns Valley Board of Appeal and Equalization Meeting Approved Minutes April 10, 2023

The Local Board of Appeals and Equalization 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, and Jan Biewer. Also, in attendance was City Administrator Jodi Hook-Hansen.

Absent:

Others present: Traverse County Assessor Dianne Reinart and Deputy Assessor Kayla Kleindl.

Call to Order:

The April 10, 2023, City Council Local Board of Appeals and Equalization meeting was called to order by Mayor Heck at 2:30 p.m.

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

Assessor's Report

Reinart and Kleindl welcomed Board Members and residents to the 2023 Board of Appeals and Equalization Meeting. Reinart stated that the purpose of the meeting is to hear evaluation appeals for 2023 Assessments, which is the starting point for determining property taxes payable in 2024.

Reinart distributed a packet with information pertaining to sales of real property within the City in 2022 and 2023. There was general discussion on these sales.

Madison and Miller confirmed that they have taken the Board of Appeal Training and are trained through July 2025. Reinart explained the process to get certified to the other Commissioners.

Board of Equalization Hearing

Mayor Heck opened the Board of Equalization Hearing portion of the meeting.

Agenda Item: Board of Review and Adjustment Hearing Schedule of Petitioners:

Hook-Hansen stated that there is one resident present, and he wanted to question why his shed was being assessed when the previous City Administrator and Assessor said that the building would not be taxed, as it was not on a permanent structure. Reinart stated that they have to be fair and just in their assessments, and noted that Minnesota Statue 272.03 defines "real property" for taxation purposes as all buildings and structures on a parcel of land, and does not distinguish whether the building or structure is permanent or temporary.

The meeting adjourned at 3:20 p.m.

Minutes submitted by:

Approved by:

Jodi Hook-Hansen, City Administrator

Mike Heck, Mayor / Acting Mayor



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

Absent:

Others present: Edith Foren and Brian D. Koehn, CPA-Auditor

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 Dobbs, the Council unanimously approved the agenda.

Visitor: The City's Auditor, Brian D. Koehn, CPA, presented the Council with a summary of his audit of the City for 2022. Included in his summary was a recommendation that the City close out its ambulance capital projects fund (Fund Account No. 410) because there is no longer any activity for this account, and that the remaining funds should be moved back to the general fund (Fund Account No. 101). He further recommended that the City also close out its wastewater replacement fund (Fund Account No. 402) because of the same reason, and that its remaining funds be moved to the sewer account (Fund Account No. 602). He recommended these moves for external reporting purposes effective December 31, 2022.

Consent Agenda:

- Upon a motion by Biewer with a second by Madison, the Council unanimously approved the March 27, 2023, Regular Meeting Minutes.
- Upon a motion by Madison with a second by Miller, the Council unanimously approved the claims for a grand total of \$65,736.66, including Wages (April 1st = \$11,790.89) and the Claims (April 10th = \$53,945.77)
- 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 Biewer, the Council unanimously approved the Treasurer's Report.

Department Reports:

- City Administrator Hook-Hansen gave reported on administrative items completed in the office.
- Library Director Piechowski reported on activities at the library.
- Code Enforcement Officer Biewer reported on actions done to enforce City ordinances and items completed in the office.

**Browns Valley Regular City Council Meeting Approved Minutes
April 10, 2023**

- City Maintenance Serocki gave a verbal report on public works items completed

Communications: None at this time.

Unfinished Business: None at this time.

New Business:

- Upon a motion by Miller with a second by Biewer, the Council unanimously approved to close ambulance capital projects fund (410) to the general fund (101), and close wastewater replacement fund (402) to Sewer (602), for external reporting purposes, effective December 31, 2022.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved the 2022 Audit.
- The Council had discussions with Fire Department Chief Brad Bartz and Mike Piechowski about the FEMA Grant and applying for USDA grant for matching funds to assist in purchasing turn out gear. The Council reviewed the quotes from several companies that the Fire Department presented. Hook-Hansen inquired with the USDA to purchase 6 turnout gear prior to grant approval in order for new employees to obtain certification.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously agreed to allow the Fire Department to purchase 6 turnout gear using monies from the FEMA Grant.
- Upon a motion by Miller with a second by Biewer, the Council unanimously approved the Eastmans quote to spray foam the generator storage container in the amount of \$1,938.00.

Public Comment:

Other Business:

- The discussion of Water Accountability, Inactive Accounts and Rate Study were tabled since Hook-Hansen has not received further information.

Dates: April 24 Public Hearing

- USDA Rural Development potential funding sources for Fire Department equipment items.
- Moratorium on THC/CBD products sold in Browns Valley

May 15-16 City Wide Clean up days Located at Traverse County Recycling Center 215 Park St.

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 24 at 5:30 p.m.

The meeting adjourned at 7:05 p.m.

Minutes submitted by:

Approved by:

Jodi Hook-Hansen, City Administrator

Mike Heck, Mayor / Acting Mayor

BROWNS VALLEY, MN

04/20/23 4:54 PM

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Payments

Current Period: April 2023

| Payment Batch Claims042423 | | \$129,906.93 | |
|----------------------------|--|--|--------------------|
| Refer | 756 TRI STATE WATER, INC. | Ck# 019718 | 4/10/2023 |
| Cash Payment | E 101-41000-200 Office Supplies (GENER | Cust #1029106 | \$19.50 |
| Invoice | | | |
| Transaction Date | 4/10/2023 | PRAIRIE SUN BANK 10100 | Total \$19.50 |
| Refer | 757 CHS INC. | Ck# 019719 | 4/10/2023 |
| Cash Payment | E 101-42260-383 Gas Utilities | LP City Hall/Amb/Fire 3/22/23 | \$129.87 |
| Invoice | 3736 | 3/31/2023 | |
| Cash Payment | E 101-42153-383 Gas Utilities | LP City Hall/Amb/Fire 3/22/23 | \$129.87 |
| Invoice | 3736 | 3/31/2023 | |
| Cash Payment | E 101-41000-383 Gas Utilities | LP City Hall/Amb/Fire 3/22/23 | \$129.87 |
| Invoice | 3736 | 3/31/2023 | |
| Transaction Date | 4/10/2023 | PRAIRIE SUN BANK 10100 | Total \$389.61 |
| Refer | 759 WEGWORTH, LAURA | Ck# 019720 | 4/11/2023 |
| Cash Payment | E 101-41000-300 Professional Svcs (GENE | 9.25 hrs | \$131.81 |
| Invoice | | | |
| Transaction Date | 4/11/2023 | PRAIRIE SUN BANK 10100 | Total \$131.81 |
| Refer | 760 FERGUSON WATERWORKS #2516 | Ck# 019736 | 4/24/2023 |
| Cash Payment | E 601-49400-309 Software & Design | 360 AMR MIN Subscription | \$1,200.00 |
| Invoice | 0453819 | 4/6/2023 | |
| Transaction Date | 4/13/2023 | PRAIRIE SUN BANK 10100 | Total \$1,200.00 |
| Refer | 761 OFFICE PEEPS | Ck# 019742 | 4/24/2023 |
| Cash Payment | E 101-41000-200 Office Supplies (GENER | office supplies | \$58.89 |
| Invoice | 1022870-0 | 4/10/2023 | |
| Cash Payment | E 101-41000-210 Operating Supplies (GEN | contract copier ink | \$166.78 |
| Invoice | | | |
| Transaction Date | 4/13/2023 | PRAIRIE SUN BANK 10100 | Total \$225.67 |
| Refer | 762 MN UI | Ck# 013184E | 4/13/2023 |
| Cash Payment | E 101-41000-140 Unemployment Comp (G | unemployment insurance | \$13.24 |
| Invoice | 12804341 | 4/12/2023 | |
| Transaction Date | 4/13/2023 | PRAIRIE SUN BANK 10100 | Total \$13.24 |
| Refer | 763 MN POLLUTION CONTROL AGENC | Ck# 019741 | 4/24/2023 |
| Cash Payment | E 602-49450-312 License | Wastewater Operator Certificate | \$23.00 |
| Invoice | | | |
| Transaction Date | 4/13/2023 | PRAIRIE SUN BANK 10100 | Total \$23.00 |
| Refer | 764 FOLSOM TOWNSHIP | Ck# 019737 | 4/24/2023 |
| Cash Payment | E 101-41000-442 Property taxes | agreement of 10% of Dollar General taxes | \$2,305.40 |
| Invoice | | | |
| Transaction Date | 4/13/2023 | PRAIRIE SUN BANK 10100 | Total \$2,305.40 |
| Refer | 765 FAMILYSTRONG | Ck# 019730 | 4/17/2023 |
| Cash Payment | E 101-46300-429 Misc Grant Items for Rei | RDGP-22-0003-OFY22 | \$109,800.00 |
| Invoice | 0007967112 | 3/13/2023 | |
| Transaction Date | 4/17/2023 | PRAIRIE SUN BANK 10100 | Total \$109,800.00 |
| Refer | 766 AFSCME #65 | Ck# 019731 | 4/17/2023 |
| Cash Payment | G 101-21707 Union Dues | Darrell Dobbs | \$47.46 |
| Invoice | | | |

Payments

Current Period: April 2023

| | | | | |
|----------------------------|---|----------------------------------|-------|-------------------------|
| Cash Payment | G 101-21707 Union Dues | Arlene Reinart | | \$38.20 |
| Invoice | | | | |
| Transaction Date | 4/17/2023 | PRAIRIE SUN BANK | 10100 | Total \$85.66 |
| Refer | <u>767 FRANZESE, MATTHEW P.</u> | <u>Ck# 019738 4/24/2023</u> | | |
| Cash Payment | E 101-41610-304 Legal Fees | April services | | \$1,025.00 |
| Invoice | | | | |
| Transaction Date | 4/17/2023 | PRAIRIE SUN BANK | 10100 | Total \$1,025.00 |
| Refer | <u>768 RADACH LAND SURVEYING LLC</u> | <u>Ck# 019744 4/24/2023</u> | | |
| Cash Payment | E 101-43000-300 Professional Svcs (GENE | staking offsets for the new shop | | \$455.00 |
| Invoice 908A 4/14/2023 | | | | |
| Transaction Date | 4/17/2023 | PRAIRIE SUN BANK | 10100 | Total \$455.00 |
| Refer | <u>769 MILBANK WINWATER WORKS</u> | <u>Ck# 019740 4/24/2023</u> | | |
| Cash Payment | E 602-49450-220 Repair/Maint Supply (GE | sewer repairs | | \$73.44 |
| Invoice 184074 01 4/6/2023 | | | | |
| Transaction Date | 4/17/2023 | PRAIRIE SUN BANK | 10100 | Total \$73.44 |
| Refer | <u>770 4TH STREET AUTO</u> | <u>Ck# 019732 4/24/2023</u> | | |
| Cash Payment | E 101-43000-220 Repair/Maint Supply (GE | 1994 Chev pickup distributor | | \$55.71 |
| Invoice 1120 4/13/2023 | | | | |
| Cash Payment | E 601-49400-220 Repair/Maint Supply (GE | 1994 Chev pickup distributor | | \$27.86 |
| Invoice 1120 4/13/2023 | | | | |
| Cash Payment | E 602-49450-220 Repair/Maint Supply (GE | 1994 Chev pickup distributor | | \$27.86 |
| Invoice 1120 4/13/2023 | | | | |
| Cash Payment | E 101-45000-220 Repair/Maint Supply (GE | 1994 Chev pickup distributor | | \$27.85 |
| Invoice 1120 4/13/2023 | | | | |
| Transaction Date | 4/17/2023 | PRAIRIE SUN BANK | 10100 | Total \$139.28 |
| Refer | <u>771 PUBLIC EMPLOYEES RETIREMEN</u> | <u>Ck# 013185E 4/18/2023</u> | | |
| Cash Payment | G 101-21704 PERA | | | \$1,265.19 |
| Invoice | | | | |
| Transaction Date | 4/18/2023 | PRAIRIE SUN BANK | 10100 | Total \$1,265.19 |
| Refer | <u>772 MN DEPT OF REVENUE SW</u> | <u>Ck# 013186E 4/18/2023</u> | | |
| Cash Payment | G 101-21702 State Withholding | | | \$438.35 |
| Invoice | | | | |
| Transaction Date | 4/18/2023 | PRAIRIE SUN BANK | 10100 | Total \$438.35 |
| Refer | <u>773 IRS</u> | <u>Ck# 013187E 4/18/2023</u> | | |
| Cash Payment | G 101-21701 Federal Withholding | Federal | | \$568.52 |
| Invoice | | | | |
| Cash Payment | G 101-21703 FICA Tax Withholding | SS & Medicare | | \$1,569.48 |
| Invoice | | | | |
| Transaction Date | 4/18/2023 | PRAIRIE SUN BANK | 10100 | Total \$2,138.00 |
| Refer | <u>774 DAKOTA WASTE SOLUTIONS</u> | <u>Ck# 019735 4/24/2023</u> | | |
| Cash Payment | E 603-49500-300 Professional Svcs (GENE | May garbage service | | \$4,000.00 |
| Invoice 121682 4/17/2023 | | | | |
| Cash Payment | E 603-49500-300 Professional Svcs (GENE | May fuel charge | | \$200.00 |
| Invoice 121682 4/17/2023 | | | | |
| Transaction Date | 4/19/2023 | PRAIRIE SUN BANK | 10100 | Total \$4,200.00 |
| Refer | <u>775 HAWKINS, INC.</u> | <u>Ck# 019739 4/24/2023</u> | | |

Payments

Current Period: April 2023

| | | | | |
|------------------|---|-------------------------------|-----------|-------------------------|
| Cash Payment | E 601-49400-216 Chemicals and Chem Pr | chemicals | | \$1,436.63 |
| Invoice | 6451475 | 4/18/2023 | | |
| Cash Payment | E 601-49400-333 Freight and Express | chemicals | | \$59.50 |
| Invoice | 6451475 | 4/18/2023 | | |
| Transaction Date | 4/20/2023 | PRAIRIE SUN BANK | 10100 | Total \$1,496.13 |
| Refer | 776 BOUND TREE MEDICAL | Ck# 019733 | 4/24/2023 | |
| Cash Payment | E 101-42153-210 Operating Supplies (GEN | ambulance supplies | | \$145.18 |
| Invoice | 84921324 | 4/12/2023 | | |
| Transaction Date | 4/20/2023 | PRAIRIE SUN BANK | 10100 | Total \$145.18 |
| Refer | 777 OTTERTAIL POWER COMPANY | Ck# 019743 | 4/24/2023 | |
| Cash Payment | E 602-49450-381 Electric Utilities | 14-065992 W Brdwy Grind | | \$114.36 |
| Invoice | | | | |
| Cash Payment | E 101-43000-381 Electric Utilities | 14-061130 Bulk Station | | \$14.26 |
| Invoice | | | | |
| Cash Payment | E 101-45000-381 Electric Utilities | 14-061130 Bulk Station | | \$7.13 |
| Invoice | | | | |
| Cash Payment | E 601-49400-381 Electric Utilities | 14-061130 Bulk Station | | \$4.28 |
| Invoice | | | | |
| Cash Payment | E 602-49450-381 Electric Utilities | 14-061130 Bulk Station | | \$2.85 |
| Invoice | | | | |
| Cash Payment | E 101-43160-381 Electric Utilities | 14-004837 Street lights | | \$1,280.88 |
| Invoice | | | | |
| Cash Payment | E 601-49400-381 Electric Utilities | 14-004838 Well #3 | | \$434.19 |
| Invoice | | | | |
| Cash Payment | E 602-49450-381 Electric Utilities | 14-004839 Renville Disp Lift | | \$1,016.16 |
| Invoice | | | | |
| Cash Payment | E 601-49400-381 Electric Utilities | 14-004840 Well #1 | | \$114.25 |
| Invoice | | | | |
| Cash Payment | E 101-42260-381 Electric Utilities | 14-004841 Fire Siren | | \$8.31 |
| Invoice | | | | |
| Cash Payment | E 101-41000-381 Electric Utilities | 14-004843 City/Fire Hall | | \$108.71 |
| Invoice | | | | |
| Cash Payment | E 101-42153-381 Electric Utilities | 14-004843 City/Fire Hall | | \$23.30 |
| Invoice | | | | |
| Cash Payment | E 101-42260-381 Electric Utilities | 14-004843 City/Fire Hall | | \$23.30 |
| Invoice | | | | |
| Cash Payment | E 602-49450-381 Electric Utilities | 14-004844 321 Lift Sation | | \$214.32 |
| Invoice | | | | |
| Cash Payment | E 101-43000-381 Electric Utilities | 14-005159 Shop | | \$163.94 |
| Invoice | | | | |
| Cash Payment | E 101-45000-381 Electric Utilities | 14-005159 Shop | | \$81.97 |
| Invoice | | | | |
| Cash Payment | E 601-49400-381 Electric Utilities | 14-005159 Shop | | \$49.18 |
| Invoice | | | | |
| Cash Payment | E 602-49450-381 Electric Utilities | 14-005159 Shop | | \$32.79 |
| Invoice | | | | |
| Cash Payment | E 101-45000-381 Electric Utilities | 14-010558 796 W Bdwy SB Cabin | | \$28.41 |
| Invoice | | | | |
| Cash Payment | E 101-42260-381 Electric Utilities | 14-020839 Fire Hall | | \$106.00 |
| Invoice | | | | |

Payments

Current Period: April 2023

| | | | |
|----------------------|---|--------------------------|-------------------------|
| Cash Payment Invoice | E 211-45500-381 Electric Utilities | 14-023343 Library | \$341.53 |
| Cash Payment Invoice | E 101-45000-381 Electric Utilities | 14-034884 Backus Field | \$27.64 |
| Cash Payment Invoice | E 101-45000-381 Electric Utilities | 14-036446 Backus Field | \$27.54 |
| Cash Payment Invoice | E 101-45000-381 Electric Utilities | 14-040532 Hwy 28 Shelter | \$28.90 |
| Transaction Date | 4/20/2023 | PRAIRIE SUN BANK 10100 | Total \$4,254.20 |
| Refer | 778 CENGAGE LEARNING | Ck# 019734 4/24/2023 | |
| Cash Payment Invoice | E 211-45500-429 Misc Grant Items for Re | large print books | \$83.27 |
| | 81039760 | 4/12/2023 | |
| Transaction Date | 4/20/2023 | PRAIRIE SUN BANK 10100 | Total \$83.27 |

Fund Summary

| | | |
|---------------------------|------------------------|---------------------|
| | 10100 PRAIRIE SUN BANK | |
| 101 GENERAL FUND | | \$120,451.46 |
| 211 LIBRARY | | \$424.80 |
| 601 WATER FUND | | \$3,325.89 |
| 602 SEWER FUND | | \$1,504.78 |
| 603 REFUSE (GARBAGE) FUND | | \$4,200.00 |
| | | <u>\$129,906.93</u> |

| | |
|--|---------------------|
| Pre-Written Checks | \$129,906.93 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | <u>\$129,906.93</u> |

RESOLUTION NO. 23-10

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 |
|-------------------------|-----------------------------|-----------------------|
| Greg/Cari Haanen | Ambulance Operating | \$300.00 |
| Greg/Cari Haanen | Fire Dept. Operating | \$300.00 |

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 24th day of April, 2023.

Mayor / Acting Mayor

Attested:

City Administrator

An emergency declaration that covers the county as a whole has been approved by the county board and has been submitted to the state.

RESOLUTION

Traverse County Board of Commissioners
Wheaton, MN 56296

Date: April 18th, 2023

Resolution No. 23-08

Motioned By: Gail

Seconded By: Metz

Resolution Declaring a State of Emergency

WHEREAS the spring flooding and overland flooding event resulting from rapid snow melt has impacted the population of Traverse County and its cities; and

WHEREAS the spring/overland flooding event resulting from rapid snow melt has caused a significant amount of damage to the county and township roads and

WHEREAS the Traverse County Department of Emergency Management requests the Traverse County Board of Commissioners to declare Traverse County in a STATE OF EMERGENCY for the spring/overland flooding event of 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Traverse County Board of

Commissioners declares Traverse County in a State of Emergency for conditions

resulting from the spring/overland flooding event started on April 12th, 2023.

Adopted by the Traverse County Board of Commissioners this 18th day of April, 2023, to be effective until 2nd day of June, 2023 (45 days).

VOTING AYE:

Commissioners

Schmidt Gail Olson Metz Nelson

VOTING NAY:

Commissioners

Schmidt Gail Olson Metz Nelson

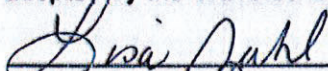
ABSTAINING

Commissioners

Schmidt Gail Olson Metz Nelson

ATTEST:

I, Lisa Zahl, County Coordinator, hereby attest that the foregoing resolution was duly adopted by the Traverse County Board of Commissioners on the 18th day of April, 2023.



County Coordinator