



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, City Maintenance Tony Serocki, and City Attorney Matt Franzese.

Absent:

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

Public Hearing:

The City conducted a public hearing to obtain public comment on two issues: (1) potential funding sources for the Browns Valley Fire Department to purchase equipment, including from USDA Rural Development; and (2) a moratorium on the sale of THC/CBD products in the City of Browns Valley.

- Upon a motion by Devan with a second by Jan, the Council unanimously approved to apply for Grant funding from USDA to fund the purchase of Fire Equipment for the Browns Valley Fire Department.
- Upon a motion by Madison with a second by Dobbs, the Council unanimously approved the enactment of a moratorium on the sale of THC/CBD products in the City of Browns Valley, for a period of up to one year, in order to allow the Browns Valley City Council to conduct a study on how to regulate the sale of THC/CBD products in the City of Browns Valley in the future.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved the summary of the moratorium on the sale of THC/CBD products in the City of Browns Valley.

Agenda:

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

Consent Agenda:

- Upon a motion by Madison with a second by Biewer, the Council unanimously approved the April 10, 2023, Board of Appeal and Equalization Meeting Minutes.
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved the April 10, 2023, Regular Meeting Minutes.
- Upon a motion by Dobbs with a second by Biewer, the Council unanimously approved the claims for a grand total of \$142,695.79, including Wages (April 16th = \$7,575.53) and the Claims (April 24th = \$135,120.26)

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- Upon a motion by Dobbs with a second by Biewer, the Council unanimously approved the claims for a grand total of \$142,695.79, including Wages (April 16th = \$7,575.53) and the Claims (April 24th = \$135,120.26)
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved the Resolution 23-10 a Resolution accepting a donation to the City of Browns Valley from Greg and Cari Haanen in the amount of \$600.00.

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

Communications:

Mayor Heck informed the Council the Senator Klobuchar visited the City on Saturday April 22nd. Including in the visit was Ben Lien, Josh Ortiz, Amber Doschadis, Lynn Siegel, Lisa Villcheck, Chad Metz, Jodi Hook-Hansen and Mayor Heck. Amber Doschadis talked about the Little Minnesota River Flood Diversion, Toelle Coulee project (Phase 1-West Branch) and future project Toelle Coulee (Phase 2-Final). The Toelle Coulee project, if fully completed, would reduce flooding on the north and east side of town, as well as reduce the risk of washout at CSAH 2.

Additional public safety improvements and flood damage reductions result from the project due to reduction of the risk of catastrophic failure to CSAH 2. The culvert crossing at CSAH 2 is significantly undersized. Water backs up approximately 23 feet against the roadway embankment before breaking out to the west. This makes the roadway susceptible to a catastrophic failure. If this failure were to occur, a flood-wave would continue downstream putting additional homes and TH28 in jeopardy of flooding and washout. This poses a risk to human life in addition to private and public infrastructure. The extent of the likely impact resulting from such a failure have not yet been quantified.

Unfinished Business:

Don Carlson from Easter Township, South Dakota requested the Council increase its fire services contract price from \$1,250 to \$1,500 additional \$50.00 per section.

- Upon a motion by Biewer with a second by Heck, the Council unanimously approved the increase contract at \$1,500 for Easter Township which is the increase rate of \$50.00 per section that is charged to all townships.

New Business:

- Upon a motion by Miller with a second by Madison, the Council unanimously approved of the Emergency Declaration that covers the County as whole and has been approved by the county board and has been submitted to the State.
- Tax forfeited property at 313 3rd St N was discussed with the Council to demolish the garage. Serocki said that they could pick it up with payloader and forklift and put in roll off dumpster.

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

Dates:

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


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 May 8th at 5:30 p.m.

The meeting adjourned at 7:18 p.m.

Minutes submitted by:

Approved by:



Jodi Hook-Hansen, City Administrator



Mike Heck, Mayor