



## Browns Valley Regular City Council Meeting Approved Minutes June 26, 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, Tony Miller, Devan Dobbs, Neil Madison, 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:** Deputy Miller of Traverse County Sheriff Office, Edith Foren, and Tina Bartz.

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 Dobbs with a second by Biewer, the Council unanimously approved the agenda.

### **Consent Agenda:**

- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved the June 12, 2023, Regular Meeting Minutes.
- Upon a motion by Madison with a second by Miller, the Council unanimously approved the June 15, 2023, Emergency Meeting Minutes.
- Upon a motion by Madison with a second by Biewer, the Council 4 to 1 approved the claims for a grand total of \$52,668.19, including Wages (June 16 = \$12,335.83) and the Claims (June 26 = \$40,332.36). Dobbs dissented.
- Upon a motion by Miller with a second Dobbs, the Council unanimously approved Resolution 23-11 a Resolution accepting a donation to the City of Browns Valley from the following:
  - Ag Country in the amount of \$1,000.00
  - Kibble Equipment in the amount of \$200.00

### **Department Reports:**

- 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.
- Deputy Miller reported on recent law enforcement activity within the City.
- City Administrator Hook-Hansen reported on administrative items completed in the office.

**Browns Valley Regular City Council Meeting Approved Minutes**  
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Hook-Hansen informed the council that Widseth has a Master Contract with MDH for technical assistance in preparing lead service line inventories of the city.

- Upon a motion by Miller with a second Dobbs, the Council unanimously approved Hook-Hansen to apply to Widseth for technical assistance in preparing their lead service line inventories. This will help with records review for inventory development, visual inspection for inventory development, and development of a lead service line (LSL) replacement plan or assistance with the Drinking Water Revolving Fund LSL replacement funding application.
- Hook-Hansen informed the Council about a request from the Historical Society for a letter of support in the preservation of the Browns Valley Historic Carnegie Library.
- Upon a motion by Miller with a second Biewer, the Council unanimously approved to sign the letter of support for the Historical Society.

**New Business:**

- Upon a motion by Miller with a second by Dobbs, the Council unanimously found that the conditions of the purchase agreement to sell parcel ID 20-0222000 had been completed and authorized a Quit Claim Deed to be issued to Lasuh Properties in order to finalize the sale.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved the demo permit for parcel ID 20-0462002.
- Upon a motion by Biewer with a second by Madison, the Council unanimously approved Resolution 23-12, A Resolution Authorizing the City of Browns Valley to Acquire by Purchase Tax Forfeiture Land Located Within the City of Browns Valley, Minnesota.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved Resolution 23-13, A Resolution Accepting a Grant to the City of Browns Valley.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved for the Fire Department to purchase items pertaining to the grant award.

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

**Other Business:**

**Dates:**

- Closed June 19<sup>th</sup>

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

The meeting adjourned at 6:50 p.m.

Minutes submitted by:

Approved by:

\_\_\_\_\_  
Jodi Hook-Hansen, City Administrator

  
\_\_\_\_\_  
Mike Heck, Mayor

**CITY OF BROWNS VALLEY  
RESOLUTION 23-12**

**A RESOLUTION AUTHORIZING THE CITY OF BROWNS VALLEY  
TO ACQUIRE BY PURCHASE TAX FORFEITURE LAND  
LOCATED WITHIN THE CITY OF BROWNS VALLEY, MINNESOTA**

WHEREAS, the County of Traverse has certified the following land within the City of Browns Valley as tax forfeited to the State of Minnesota for non-payment of taxes and is being prepared for public auction under MN State Statutes, Chapter 282:

PID 20-0077000, legally described as The East Ten (10) Feet of Lots Fourteen (14) and all of Lots Fifteen (15) and Sixteen (16), Block Fourteen (14), Original Plat to the City of Browns Valley;

WHEREAS, the City of Browns Valley has an interest acquiring the above-mentioned parcel of tax forfeited property for the following purpose: To correct blighted conditions by the removal of the building and unsightly brush on the real property;

WHEREAS, M.S.A. §282.01, Subd. 1a(d) allows the State to sell real property to the city at less than fair market value provided (1) the county board determines that a sale at a reduced price is in the public interest because a reduced price is necessary to provide an incentive to correct the blighted conditions that make the land undesirable in the open market; and (2) the governmental subdivision has documented its specific plans for correcting the blighted conditions, and the specific law or laws that empower it to acquire real property in furtherance of the plans; and

WHEREAS, the Browns Valley desires to acquire the above-listed tax forfeited property within the City of Browns Valley for the purposes stated above.

**NOW THEREFORE BE IT RESOLVED BY THE BROWNS VALLEY CITY COUNCIL:**

1. The City Administrator is hereby directed to notify Traverse County in writing that, pursuant to M.S.A. §282.01, Subd. 1a(d), the City of Browns Valley requests to purchase the following parcel of land at less than fair market value:

PID 20-0077000, legally described as The East Ten (10) Feet of Lots Fourteen (14) and all of Lots Fifteen (15) and Sixteen (16), Block Fourteen (14), Original Plat to the City of Browns Valley.

2. The City Administrator is hereby also authorized to submit an "Application for State Deed for Tax-Forfeited Land" to the County Auditor to purchase the above-described properties.
3. The purpose for purchasing parcel PID 20-0077000 at less than fair market value is in order to correct a blighted condition through the removal of the building and unsightly brush on the real property.
4. The City of Browns Valley has legal authority to correct the blighted conditions through the purchase of these real properties pursuant to M.S.A. §§412.211 and 463.152, Subd. 1.

5. The City of Browns Valley therefore respectfully requests the Traverse County Board of Commissioners to favorably recommend to the State of Minnesota that the above-described parcels be sold to the City of Browns Valley at less than fair market value, pursuant to M.S.A. §282.01, Subd. 1a(d), as blighted property that the City of Browns Valley will be able to correct through the removal of **substandard buildings and brush on the properties.**
6. The City of Browns Valley certifies that **PID 20-0077000** contains a substandard building and unsightly brush that create a blighted condition and will be removed by the City of Browns Valley or a subsequent purchaser.

Adopted by the City Council of the City of Browns Valley on June 26, 2023.

BROWNS VALLEY CITY COUNCIL

  
\_\_\_\_\_  
Mike Heck, Mayor

ATTEST:

  
\_\_\_\_\_  
Jodi Hook-Hansen, City Administrator

**RESOLUTION NO. 23-13**

**A RESOLUTION ACCEPTING A GRANT TO THE CITY OF BROWNS VALLEY**

**WHEREAS**, pursuant to M.S.A. §465.03, the City of Browns Valley is generally authorized to accept donations of real and personal property 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:

<u>Donated by</u>	<u>Purpose</u>	<u>Amount Granted</u>
Department of Homeland Security (FEMA)	Fire Dept. Operating	\$90,653.37
Community Facilities Grant (USDA)	USDA	\$50,000.00

**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 gift of \$90,653.37 from Department of Homeland Security (FEMA) is hereby accepted.
2. The gift of \$50,000 from Community Facilities Grant (USDA) is hereby accepted.
3. The gift shall be used to establish the activity summary stated in the grant agreement.
4. The city clerk is 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 26<sup>th</sup> day of June, 2023.

  
\_\_\_\_\_  
Mayor / Acting Mayor

Attested:

  
\_\_\_\_\_  
City Administrator