



## Browns Valley Regular City Council Meeting Approved Minutes December 18, 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, Neil Madison, Devan Dobbs, and Jan Biewer. Also in attendance were City Administrator Jodi Hook-Hansen, City Maintenance Supervisor Tony Serocki, Library Director Bernice Piechowski, Code Enforcement Officer Terry Biewer, and City Attorney Matt Franzese.

### **Absent:**

**Others Present:** Arlene Reinart, Edith Foren and Traverse County Sheriff's Deputy Tammy Borgheiinck.

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 Biewer with a second by Dobbs, the Council unanimously approved the agenda with the additions of Building Permit 210 Ash St- (Berg) and Ambulance quote for Avel.

### **Consent Agenda:**

- Upon a motion by Biewer with a second by Miller, the Council unanimously approved the December 4<sup>th</sup>, 2023, Regular Meeting Minutes.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved the claims for a grand total of \$60,970.97 including Wages (December 18<sup>th</sup> = \$7,000.40) and Claims (December 18<sup>th</sup> = \$53,970.57).
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved of Resolution 23-33 a Resolution Accepting a donation to the City of Browns Valley in the amount of \$1,335 from BV Charity Fund, \$8,000 from Riverview Fund, and \$26,350.15 from Beardsley Fireman's Relief.

### **Department Reports:**

- Deputy Borgheiinck reported on recent law enforcement activity within the City.
- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki gave a verbal report on public works items completed. Serocki informed the Council about a mower shield that is in need of replacing.
  - Upon a motion by Miller with a second by Dobbs, the Council unanimously agreed to have Serocki purchase a shield for mower.
- Code Enforcement Officer Biewer reported on actions done to enforce City ordinances and items completed in the office.
- City Administrator Hook-Hansen reported on administrative items completed in the office.

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- City Attorney Franzese gave a verbal report on actions performed for the City of Browns Valley. Franzese questioned the Council if he needed to pursue small claims court in regards to fines against Brenda Bartz for non-compliance of the rental ordinance.
- Upon a motion by Biewer with a second by Heck, the Council voted 4 to 1 to authorize Franzese to pursue a small claims court action against Brenda Bartz for non-compliance of the rental ordinance. Dobbs dissented.

**Unfinished Business:**

- The Council had additional questions on the security cameras. The staff will inquire about another quote and what the total cost would be per month.
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved Resolution 23-31, the City's budget for 2024.

**New Business:**

- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved of the Tobacco License renewal for Browns Valley-Cenex and Dollar General.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved Christmas Decoration Surplus items to sell for \$100.00 each.
- Upon a motion by Miller with a second by Madison, the Council unanimously approved of the Sheriff's completed draft contract which included \$60,000: \$60.00 per hour with contracting 1000 hours for the 1 year.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously agreed to have the Ambulance Department enter into a contract that is less than 3 years with Avel for telemedicine package that connects EMS personnel to Avel's hub via enhanced cellular networks.

**Public Comment:** None at this time

**Other Business:**

**Dates:**

December 25<sup>th</sup> & 26<sup>th</sup> Closed for Christmas

**Items for Council to consider for future:** Ordinance concerning the public use of Hemp and Cannabis Products

**Next scheduled meeting:** Monday January 8<sup>th</sup> at 5:30 p.m.

The meeting adjourned at 6:15 p.m.

Minutes submitted by:

Approved by:

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Jodi Hook-Hansen, City Administrator

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Mike Heck, Mayor