



## Browns Valley Regular City Council Meeting Approved Minutes January 22, 2024

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:** 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 Dobbs with a second by Madison, the Council unanimously approved the agenda, with the additions of Resolution 24-02, a Resolution to Adopt an Electronic Funds Wire Transfer Policy for the City of Browns Valley.

### **Consent Agenda:**

- Upon a motion by Biewer with a second by Miller, the Council unanimously approved the January 8, 2024, Regular Meeting Minutes.
- Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved the claims for a grand total of \$54,559.98 including Wages (January 16<sup>th</sup> = \$7,911.37) and Claims (January 22<sup>nd</sup> = \$42,272.27).

### **Department Reports:**

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki gave a report on public works items completed. Serocki informed the Council about the wood that is piled up from the area that was cleaned up for the flood. Serocki asked the Council for direction on how to remove it.
- Upon a motion by Dobbs with a second by Biewer, the Council unanimously approved for the Fire Department to burn the wood pile and haul out remaining debris.
- Deputy Borgheiinck reported on recent law enforcement activity within the City.
- 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.
- City Attorney Franzese gave a verbal report on actions performed for the City of Browns Valley.

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**Unfinished Business:** None at this time

**New Business:**

- Upon a motion by Dobbs with a second by Miller, the Council unanimously denied the quote from Widseth in the amount of \$14,200.00 to apply for DNR Outdoor Recreation Grant.
- Upon a motion by Biewer with a second by Madison, the Council on a 4 to 1 vote approved the quote from Federal Signal Corporation for an Emergency Siren in the amount of \$3,098.00. Dobbs Dissented.
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved to have Serocki test the sirens the first Wednesday of the month at 1:00 PM.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved to purchase two Wall Exhaust Fans in the amount of \$1,268.98.
- Upon a motion by Miller with a second by Dobbs, the Council unanimously approved Resolution 24-03, a Resolution Accepting a Donation to the City of Browns Valley from West Central Initiative in the amount of \$1,000.00 and Beardsley Area United Fund Drive in the amount of \$752.00.
- Upon a motion by Miller with a second by Biewer, the Council unanimously declared the following items to be surplus: Christmas Decorations and Algae Harvester. Staff was directed to advertise 14 Christmas decorations for \$100.00 each and to take the Algae Harvester to the consignment auction to Sisseton, South Dakota.
- The council reviewed of Fee Schedule and made changes to approve at February 22 City Council Meeting.

**Public Comment:** None at this time

**Other Business:** The Council instructed Hook-Hansen to contact townships to attend our next meeting to discuss the Ambulance and Fire Contracts due to increasing rates.

**Dates:** February 12<sup>th</sup> Public Hearing for Potential Ambulance Department Equipment Funding Sources.

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

**Next scheduled meeting:** Monday February 12<sup>th</sup> 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