



Browns Valley Regular City Council Meeting Approved Minutes February 26, 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, 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: Tony Miller

Others Present: Traverse County Sheriff's Deputy Tammy Borgheiinck 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 Biewer with a second by Madison, the Council unanimously approved the agenda, with the addition of Sam Brown Cabin request for proposal.

Consent Agenda:

- Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved the February 12, 2024, Regular Meeting Minutes.
- Upon a motion by Dobbs with a second by Madison, the Council unanimously approved the claims for a grand total of \$46,407.06 including Wages (February 16th = \$7,911.37) and Claims (February 22nd = \$38,386.96).

Department Reports:

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki gave a report on public works items completed. He also informed the Council he will be getting quotes to have rain spouts cut into sidewalk cement with grates to walk over. Serocki also informed the council about applying for water license.
- 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.

Unfinished Business: None at this time

New Business:

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- Upon a motion by Biewer with a second by Madison, the Council approved the Agreement for Law Enforcement Services, subject to any minor corrective changes. The vote was 3 to 1 with Dobbs dissenting.
- The Council tabled the decision of whether to allocate the Public Aid Money in the amount of \$24,112.00.
- Upon a motion by Dobbs with a second by Madison, the Council unanimously approved for Serocki to order the repair cement slab at the ponds.

Public Hearing- Liquor Fees February 26, 2024

The meeting was called to order at 6:00 p.m. by Mayor Heck.

Council members present were Mayor Mike Heck, 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: Tony Miller

Others Present: Traverse County Sheriff's Deputy Tammy Borgheijnck and Tina Bartz.

The purpose of the hearing was to hear public comments according to law by giving license holders notice regarding the proposed increase in the liquor license fee.

On Sale - Liquor Annual	\$700.00	\$1,000.00
On Sale Liquor Sunday	\$100.00	\$200.00
Off Sale - Liquor Annual	\$100.00	\$200.00
On Sale -Club License Annual (Legion)		\$100.00
On Sale Liquor- temporary Off Premises (Street Dance)		\$25.00
On Sale Liquor- temporary Off Premises (Bingo)		\$25.00
Liquor investigating fee		\$150.00
Background checks		\$500.00

Public Comments:

Members of the audience had no comments.

Close Public Comment Portion of the Hearing


Upon a motion by Dobbs with a second by Madison, the Council unanimously approved to close the public comment portion of the hearing.

- Upon a motion by Dobbs with a second by Madison, the Council unanimously approved Resolution 24-07, a Resolution Approving Master Fee Schedule for 2024, which shall be effective March 1, 2024.

Close Hearing:

Upon a motion by Dobbs with a second by Madison, the Council unanimously approved to close the public hearing. 6:10 PM

Attest:



Jodi Hook-Hansen, City Administrator

Regular Council Meeting Convened

Other Business:

- Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved the request for proposal to fund the hiring of Engan Associates to complete an historic building conditions assessment to identify repair needs of the Sam Brown's Cabin Fort Wadsworth Agency and Scout Headquarters Building for the amount of \$10,000.00.

Dates: Primary Election March 5th 7am – 8pm


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

Next scheduled meeting: Monday March 11th at 5:30 p.m.

The meeting adjourned at 6:18 p.m.

Minutes submitted by:

Approved by:



Jodi Hook-Hansen, City Administrator



Mike Heck, Mayor