



## Browns Valley Regular City Council Meeting Approved Minutes May 28, 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, and Code Enforcement Officer Terry Biewer.

**Absent:** None

**Others Present:** Traverse County Sheriff's Deputy Tammy Borgheinck, Brian Hanson, Edith Foren, David and Candice Duffield, and Folsom Township members.

The meeting was called to order at 5:30 p.m. by Mayor Heck.

The Pledge of Allegiance was recited by those in attendance.

**Visitors:** Michael Roger was on the agenda to address lawn mowing issues but did not appear. The City Council took no action.

The Duffields and Folsom Township members were present to discuss the issue of whether the Duffields' property lies within the City's boundary. The Duffields would like to stay in Folsom Township. City Council accepted their decision. Folsom Township and Duffield's will start the detachment process from the City.

### **Agenda:**

Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved the agenda, with the additions of 203 4<sup>th</sup> Street South Building Permit (Alpha Nybo), City Insurance Options, and Electrical Quotes.

### **Consent Agenda:**

- Upon a motion by Biewer with a second by Miller, the Council unanimously approved the May 13, 2024, Regular Meeting Minutes.
- Upon a motion by Dobbs with a second by Biewer, the Council unanimously approved the claims for a grand total of \$66,415.40, including Wages (May 16<sup>th</sup> = \$7,533.96) and Claims (May 13<sup>th</sup> = \$58,881.44).

### **Department Reports:**

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki gave a report on public works items completed.
- Code Enforcement Officer Biewer reported on actions done to enforce City ordinances and items completed in the office. Biewer informed the Council of areas of nuisances at various properties. Biewer asked the Council if he should move forward with the abatements.

- Upon a motion by Biewer with a second by Miller, the Council on a 4 to 1 voted to approve Biewer to move forward with the abatement process at the following properties: 319 4<sup>th</sup> Street North.; 116 1<sup>st</sup> Avenue South West; 301 Church Street South; 201 Oak Street South and corner of Jefferson and Walnut Street. Dobbs Dissented.
  
- Upon a motion by Heck with a second by Miller, the Council unanimously approved to reconsider the motion to abate the following properties: 319 4<sup>th</sup> Street North.; 116 1<sup>st</sup> Avenue South West; 301 Church Street South; 201 Oak Street South and corner of Jefferson and Walnut Street.  
The Sheriff Department will follow up with the abatements.
  
- Deputy Borgheiinck reported on recent law enforcement activity within the City.
- 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.

**Unfinished Business:**

**New Business:**

- Upon a motion by Heck with a second by Biewer, the Council unanimously approved the issuance of a Temporary On-Sale Liquor License for Browns Valley Fire Relief on June 28<sup>th</sup> and 29<sup>th</sup>.
  
- Upon a motion by Biewer with a second by Miller, the Council unanimously approved a Special Permit for the Browns Valley Liquor Store Saturday June 29<sup>th</sup> at the Backus Field for the Tractor Pull.
  
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved to apply for the Statewide Public Safety Radio Communication System ARMER Equipment Grant.
  
- Upon a motion by Biewer with a second by Dobbs, the Council unanimously approved of asphalt quote from Joe Riley Construction option 2 in the total amount of \$58,690.00.
  
- The Council tabled the quote from Pivot Central of the irrigation to replace the sprinklers in the total amount of \$6,500.00.

**Other Business:**

- Upon a motion by Miller with a second by Biewer, the Council unanimously approved the building permit at 203 4<sup>th</sup> Street South (Alpha Nybo).
  
- Upon a motion by Dobbs with a second by Heck, the Council unanimously approved to move the City's Insurance policy with the League of Minnesota's deductible from \$250.00 to \$1,000.00 to save \$1,800.00.
  
- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved to hire Haukos Electrical Services to wire in generator power systems at the lift station and to wire the new siren and moving overhead signal wire to the new shop, in the total amount of \$21,761.39.

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**Public Comment:** None at this time

**Dates:** June 19<sup>th</sup> CLOSED

**Items for Council to consider for future:**

**Next scheduled meeting:** Monday June 10<sup>th</sup> at 5:30 p.m.

The meeting adjourned at 7:03 p.m.

Minutes submitted by:

Approved by:

  
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Jodi Hook-Hansen, City Administrator

  
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Mike Heck, Mayor