



Browns Valley Regular City Council Meeting Approved Minutes February 24, 2025

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, Michael Backer, Devan Dobbs, and Jan Biewer. Also in attendance were City Maintenance Supervisor Tony Serocki, City Administrator Jodi Hook-Hansen, Library Director Bernice Piechowski, Code Enforcement Officer Terry Biewer, and City Attorney Matt Franzese.

Absent:

Others Present: Drew Martig – Otter Tail Power, Tina Bartz, and Edith Foren.

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: Drew Martig from Otter Tail Power was present to address the Council's questions regarding significant capital costs and regulations concerning utility poles.

City Administrator Hook-Hansen updated the Council on MnDOT's current plans for an urban reconstruction project in downtown Browns Valley, scheduled for 2032. The project has not yet been included in the State Transportation Improvement Program (STIP) and may be subject to timeline adjustments based on funding availability. The project is still planned for 2032.

The Council is considering Otter Tail Power to replace the existing lighting along Highway 28 within the reconstruction zone. Now is an ideal time to initiate discussions with MnDOT to coordinate the installation of new lighting, which would avoid the need to replace sidewalks both now and in seven years.

An estimate was received from Haukos Electric to replace the existing LED streetlights with a 10-year warranty and photo eye for each light, totaling \$15,367.20.

Hook-Hansen will reach out to MnDOT for a review of the plans for the reconstruction project. The Council will not take any formal action until Hook-Hansen receives the full reconstruction project plans.

Agenda:

- Upon a motion by Dobbs, with a second by Miller, the Council unanimously approved the agenda with the additions of:
 - Resolution Requesting Protection for the City in Traverse County Wind-Solar Ordinances, and
 - Fire Department Estimates for new radios for the ARMER Grant.

Consent Agenda:

- Upon a motion by Miller, with a second by Biewer, the Council unanimously approved the February 10, 2025, Regular Meeting Minutes.
- Upon a motion by Biewer, with a second by Dobbs, the Council unanimously approved the claims totaling \$26,144.79, including wages (February 16th = \$7,068.24) and claims (February 24th = \$19,076.55).

Department Reports:

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki reported on public works items completed.
- Code Enforcement Officer Biewer reported on actions taken 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.

New Business:

- Upon a motion by Backer, with a second by Biewer, the Council unanimously approved the Browns Valley Fire Department's temporary liquor license for Saturday, April 19, 2025.
- Upon a motion by Heck, with a second by Dobbs, the Council unanimously approved to reject all bids and readvertise for new bids for the Browns Valley Carnegie Library. The scope will focus only on masonry restoration.
- Upon a motion by Biewer, with a second by Backer, the Council unanimously approved the engagement letter from David Drown Associates and Public Finance Advisors.

Other Business:

- Upon a motion by Dobbs, with a second by Backer, the Council unanimously approved Resolution 25-03, a Resolution Requesting Protection for the City in Traverse County Wind-Solar Ordinances.
- The City Council tabled the discussion on the Fire Department's estimates for new radios for the ARMER Grant due to a lack of information on the radios.

Public Comment: None at this time

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Dates:

April 7th: Board of Appeals and Equalization Public Meeting at 3:30 PM in the Library Meeting Room.

Items for Council to consider for future: Joint Powers Committee for Water/Sewer District & EDA

Next scheduled meeting: Monday March 10th at 5:30 p.m.

The meeting adjourned at 6:38 p.m.

Minutes submitted by:

Approved by:



Jodi Hook-Hansen, City Administrator



Mike Heck, Mayor