



BROWNS VALLEY CITY COUNCIL MEETING
BROWNS VALLEY PUBLIC LIBRARY MEETING ROOM
Monday May 12, 2025 - 5:30 P.M.

AGENDA

Call to order

Pledge of Allegiance

Roll Call: Mike Heck Tony Miller Jan Biewer Devan Dobbs Michael Backer

Others in attendance: Jodi Hook-Hansen, Tony Serocki, Bernice Piechowski, Terry Biewer

Absent:

Visitors: Brian Koehn Auditor,

Approval of Agenda:

Consent Agenda

➤ April 28th, 2025 Regular Meeting Minutes

➤ For a grand total of \$55,969.90

Wages: May 1st= \$12,078.46

Claims: May 12th= \$43,891.44

➤ Treasurer report

➤ Delinquency report

Department Reports: Ambulance-Fire Department-Public Works-Library-Admin/Code Officer

Unfinished Business:

New Business:

➤ Council consideration and approval of the audit report performed by the City Auditor for 2024.

➤ The Council will reconsider its April 28, 2025, decision to approve a contract with Lapp Roof Restoration for spray fiberglass repair to half of the Community Center roof at a total cost of \$22,752.14. The reconsideration is necessary due to the contractor's inability to provide a warranty for the partial roof repair.

➤ Approval of Building Permit 427 Washington St So. (Richard Wallenstein)

➤ Approval of Fence Permit 411 2nd St. N (Tyce Hansen)

➤ Approval to hire staff at minimum wage to keep the Sam Brown Cabin open to the public on Fridays, Saturdays, and Sundays from May 23rd to September 8th, 2025.

Other Business:

Items for council to consider for future:

Dates:

- Monday & Tuesday May 5th -6th Hydrant Flushing
- Monday & Tuesday May 12th - 13th City Wide Clean-up Days
- Tuesday May 27th Council Meeting

Next scheduled meeting Tuesday May 27th at 5:30 PM

Adjournment: Time _____

NOTE: The agenda is produced in advance of the council meeting. The actual meeting may consist of additional items, as may come before the council after the agenda is posted, or during the meeting itself.



Browns Valley Regular City Council Meeting Approved Minutes April 28, 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

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, seconded by Backer, the Council unanimously approved the agenda.

Consent Agenda:

- Upon a motion by Backer, seconded by Biewer, the Council unanimously approved the April 14, 2025, Regular Meeting Minutes.
- Upon a motion by Backer, seconded by Biewer, the Council unanimously approved the April 7th, 2025, Board of Appeal and Equalization Meeting Minutes.
- Upon a motion by Biewer, seconded by Backer, the Council unanimously approved the claims totaling \$57,752.02, including wages (April 16th = \$7428.59) and claims (April 28 = \$50,323.43).
- Upon a motion by Dobbs, seconded by Backer, the Council unanimously approved Resolution 25-08, a resolution accepting a \$400.00 donation to the City from the Township of Browns Valley. The Council expressed their appreciation for the donation.

Department Reports:

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki reported on completed and ongoing public works projects. He informed the council about trees in the ditch that require removal and received authorization to proceed with hiring Goodhart Excavating for the cleanup. Serocki also informed the Council that the plow truck wiring is not working and asked to take it to Bert's Truck Equipment in Moorehead, Minnesota.
- 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.

Unfinished Business:

Browns Valley Regular City Council Meeting Approved Minutes
April 28, 2025

- Upon a motion by Miller, seconded by Backer, the Council unanimously approved hiring Lapp Roof Restoration to repair half of the Community Center roof using spray fiberglass, at a total cost of \$22,752.14. The project will be funded with an insurance replacement check in the amount of \$21,752.14, with the remaining \$1,000.00 to be covered by the City's insurance deductible.

New Business:

Request for Approval of Maintenance and Upgrades

- A request was presented for approval of the following work to be completed by Great Plains Structures: Interior Resealing – Re-seal the interior structure with an estimated cost of \$62,130.00.
- Cathodic Protection – Install magnesium anodes for cathodic protection to help prevent corrosion, with an estimated cost of \$2,800.00.
- GS-9 Mixer Installation – Install a GS-9 Mixer to mitigate ice formation and protect the newly applied sealer from damage, with an estimated cost of \$15,600.00.

Total estimated cost: \$80,530.00.

- Upon a motion by Dobbs, seconded by Biewer, the Council unanimously approved proceeding with the installation of magnesium anodes for cathodic protection at an estimated cost of \$2,800.00, and to include the remaining upgrades in future budget planning to preserve the water tower.
- Upon a motion by Dobbs, seconded by Miller, the Council unanimously approved Building Permit for 714 W Broadway, submitted by Aaron Hickman.
- Upon a motion by Miller, seconded by Biewer, the Council unanimously approved entering into a new Land Lease Agreement with Aaron Hickman, effective July 1, 2025, and renewing the existing Land Lease Agreement with Brian Hanson, also effective July 1, 2025. Both agreements are for a one-year term, ending July 1, 2026.
- Council Members Tony Miller and Devan Dobbs will represent the City by joining a joint building committee with Traverse County and the City of Wheaton. The committee will address joint cost-sharing efforts related to the demolition of properties.

Public Comment: None at this time

Dates:

- **Monday & Tuesday May 5th -6th Hydrant Flushing**
- **Monday & Tuesday May 12th - 13th City Wide Clean-up Days**
- **Monday May 26th Closed-Memorial Day**
- **Tuesday May 27th Council Meeting**

Next scheduled meeting Monday May 12th, at 5:30 p.m.

Items for Council to consider for future:

The meeting adjourned at 6:28 p.m.

Minutes submitted by:

Approved by:

Jodi Hook-Hansen, City Administrator

Mike Heck, Mayor

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Payments

Current Period: May 2025

Payment Batch Claims051225

\$43,891.44

Refer 2431 BROWNS VALLEY HARDWARE HA Ck# 021773 5/12/2025

Cash Payment E 101-43000-220 Repair/Maint Supply (GE plow truck repair \$25.99
InvoiceCash Payment E 101-41000-210 Operating Supplies (GE Community Center tarps \$181.44
InvoiceCash Payment E 101-42260-210 Operating Supplies (GE fire dept supplies \$19.08
InvoiceCash Payment E 101-45000-210 Operating Supplies (GE park supplies \$81.23
InvoiceCash Payment E 101-45000-210 Operating Supplies (GE park water heater and supplies \$616.87
InvoiceCash Payment E 101-43000-220 Repair/Maint Supply (GE street light concrete and conduit \$134.83
InvoiceCash Payment E 101-41000-210 Operating Supplies (GE city hall supplies \$7.49
InvoiceCash Payment E 602-49450-210 Operating Supplies (GE sewer ponds supplies \$8.37
InvoiceCash Payment E 603-49500-220 Repair/Maint Supply (GE landfill batteries \$12.99
InvoiceCash Payment E 101-43000-210 Operating Supplies (GE shop supplies \$3.89
Invoice

Transaction Date 5/2/2025 PRAIRIE SUN BANK 10100 Total \$1,092.18

Refer 2432 PUBLIC EMPLOYEES RETIREMEN Ck# 013554E 5/2/2025

Cash Payment G 101-21704 PERA \$1,514.41
Invoice

Transaction Date 5/2/2025 PRAIRIE SUN BANK 10100 Total \$1,514.41

Refer 2433 IRS Ck# 013555E 5/2/2025

Cash Payment G 101-21701 Federal Withholding Federal \$1,459.21
InvoiceCash Payment G 101-21703 FICA Tax Withholding SS & Medicare \$2,557.78
Invoice

Transaction Date 5/2/2025 PRAIRIE SUN BANK 10100 Total \$4,016.99

Refer 2434 AFLAC Ck# 013556E 5/2/2025

Cash Payment G 101-21708 AFLAC April billing \$591.01
Invoice

Transaction Date 5/2/2025 PRAIRIE SUN BANK 10100 Total \$591.01

Refer 2435 MN DEPT OF REVENUE SW Ck# 013557E 5/2/2025

Cash Payment G 101-21702 State Withholding \$606.50
Invoice

Transaction Date 5/2/2025 PRAIRIE SUN BANK 10100 Total \$606.50

Refer 2436 MN DEPT OF REVENUE SW Ck# 013558E 5/2/2025

Cash Payment G 101-21702 State Withholding levy payments \$243.85
Invoice

Transaction Date 5/2/2025 PRAIRIE SUN BANK 10100 Total \$243.85

Refer 2437 MN DEPT OF REVENUE ST Ck# 013559E 5/2/2025

Cash Payment E 601-49400-441 Sales tax Comm Water \$59.00
Invoice

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Payments

Current Period: May 2025

Cash Payment	E 603-49500-441 Sales tax	Comm Garbage		\$314.00
Invoice				
Cash Payment	E 603-49500-441 Sales tax	Res Garbage		\$382.00
Invoice				
Transaction Date	5/2/2025	PRAIRIE SUN BANK 10100	Total	\$755.00
Refer	2438 BENS SERVICE	Ck# 021771 5/12/2025		
Cash Payment	E 101-43000-212 Motor Fuels	15.9 gal gas		\$70.00
Invoice				
Transaction Date	5/2/2025	PRAIRIE SUN BANK 10100	Total	\$70.00
Refer	2439 VERIZON WIRELESS	Ck# 013560E 5/16/2025		
Cash Payment	E 101-42153-321 Telephone	Ambulance cell		\$76.44
Invoice				
Transaction Date	5/2/2025	PRAIRIE SUN BANK 10100	Total	\$76.44
Refer	2440 MIKE JACOBSON	Ck# 021784 5/12/2025		
Cash Payment	E 101-42400-300 Professional Svcs (GENE May			\$400.00
Invoice				
Transaction Date	5/2/2025	PRAIRIE SUN BANK 10100	Total	\$400.00
Refer	2441 AVEL ECARE MEDICAL GROUP PC	Ck# 021769 5/12/2025		
Cash Payment	E 410-42153-300 Professional Svcs (GENE April			\$868.00
Invoice	13346			
Transaction Date	5/2/2025	PRAIRIE SUN BANK 10100	Total	\$868.00
Refer	2442 PIECHOWSKI, MIKE	Ck# 021787 5/12/2025		
Cash Payment	E 101-42260-331 Travel Expenses	Fuel reimb for Engine II		\$106.77
Invoice				
Transaction Date	5/2/2025	PRAIRIE SUN BANK 10100	Total	\$106.77
Refer	2443 TRAVERSE ELECTRIC COOP, INC	Ck# 013561E 5/15/2025		
Cash Payment	E 601-49400-381 Electric Utilities	monthly statement (water)		\$60.95
Invoice				
Cash Payment	E 602-49450-381 Electric Utilities	monthly statement (wastewater)		\$207.80
Invoice				
Transaction Date	5/5/2025	PRAIRIE SUN BANK 10100	Total	\$268.75
Refer	2444 LAPP ROOF RESTORATION LLC	Ck# 021781 5/12/2025		
Cash Payment	E 101-41000-500 Capital Outlay (GENERA	Comm Center roof replacement down payment		\$17,391.05
Invoice				
Transaction Date	5/5/2025	PRAIRIE SUN BANK 10100	Total	\$17,391.05
Refer	2445 BRIAN D KOEHN, CPA, PLLC	Ck# 021772 5/12/2025		
Cash Payment	E 101-41000-301 Audit & Acct Services	audit of financial services year end 2024		\$1,000.00
Invoice	1340 4/30/2025			
Transaction Date	5/5/2025	PRAIRIE SUN BANK 10100	Total	\$1,000.00
Refer	2446 AMBULANCE CLAIMS PROCESSIN	Ck# 021768 5/12/2025		
Cash Payment	E 101-42153-300 Professional Svcs (GENE April			\$220.00
Invoice	18312 5/1/2025			
Transaction Date	5/5/2025	PRAIRIE SUN BANK 10100	Total	\$220.00
Refer	2447 CHS INC.	Ck# 013562E 5/20/2025		
Cash Payment	E 602-49450-306 Testing	soil testing at ponds		\$680.00
Invoice	3840			

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Payments

Current Period: May 2025

Cash Payment	E 101-41000-383 Gas Utilities	LP City Hall/Amb/Fire 040425		\$165.72
Invoice	0297			
Cash Payment	E 101-42260-383 Gas Utilities	LP City Hall/Amb/Fire 040425		\$165.72
Invoice	0297			
Cash Payment	E 101-42153-383 Gas Utilities	LP City Hall/Amb/Fire 040425		\$165.72
Invoice	0297			
Transaction Date	5/5/2025	PRAIRIE SUN BANK 10100	Total	\$1,177.16
Refer	2448 JOHNSON & ROGGENBUCK PA	Ck# 021780 5/12/2025		
Cash Payment	E 101-41000-300 Professional Srvs (GENE Submitting W2s and 1099s to IRS & MN			\$100.00
Invoice				
Transaction Date	5/5/2025	PRAIRIE SUN BANK 10100	Total	\$100.00
Refer	2449 GAZETTE PUBLISHING COMPANY	Ck# 021777 5/12/2025		
Cash Payment	E 101-41000-340 Advertising	environmental review notice 2025		\$313.50
Invoice			Project 2025-1	
Transaction Date	5/5/2025	PRAIRIE SUN BANK 10100	Total	\$313.50
Refer	2450 LEAGUE OF MN CITIES INS TRUST	Ck# 021782 5/12/2025		
Cash Payment	E 101-42260-364 Dram Shop	insurance for fire dept for Sam Brown Days		\$200.00
Invoice				
Transaction Date	5/6/2025	PRAIRIE SUN BANK 10100	Total	\$200.00
Refer	2451 TRI STATE BUILDING CENTER	Ck# 021790 5/12/2025		
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE street lights treated lumber			\$15.00
Invoice	113469 4/17/2025			
Transaction Date	5/6/2025	PRAIRIE SUN BANK 10100	Total	\$15.00
Refer	2452 SEROCKI EXCAVATING, INC.	Ck# 021789 5/12/2025		
Cash Payment	E 601-49400-220 Repair/Maint Supply (GE replace gate valve on 2nd Ave N			\$3,790.00
Invoice	16149 5/5/2025			
Transaction Date	5/6/2025	PRAIRIE SUN BANK 10100	Total	\$3,790.00
Refer	2453 PIECHOWSKI FIRE COMPANY	Ck# 021786 5/12/2025		
Cash Payment	E 101-42260-208 Training and Instruction	forcible entry training and prop 040725 to be reimb by MMB		\$900.00
Invoice	2112			
Transaction Date	5/7/2025	PRAIRIE SUN BANK 10100	Total	\$900.00
Refer	2454 CARQUEST OF ORTONVILLE	Ck# 021775 5/12/2025		
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE JD 644 payloador lube			\$14.66
Invoice	8923-216309 4/3/2025			
Cash Payment	E 101-45000-220 Repair/Maint Supply (GE JD 644 payloador lube			\$2.67
Invoice	8923-216309 4/3/2025			
Cash Payment	E 603-49500-220 Repair/Maint Supply (GE JD 644 payloador lube			\$6.66
Invoice	8923-216309 4/3/2025			
Cash Payment	E 602-49450-220 Repair/Maint Supply (GE JD 644 payloador lube			\$1.33
Invoice	8923-216309 4/3/2025			
Cash Payment	E 601-49400-220 Repair/Maint Supply (GE JD 644 payloador lube			\$1.33
Invoice	8923-216309 4/3/2025			
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE 2003 dump truck lens			\$5.77
Invoice	8923-216252 4/2/2025			
Cash Payment	E 101-45000-220 Repair/Maint Supply (GE 2003 dump truck lens			\$2.89
Invoice	8923-216252 4/2/2025			

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Payments

Current Period: May 2025

Cash Payment	E 603-49500-220 Repair/Maint Supply (GE	2003 dump truck lens		\$0.96
Invoice	8923-216252	4/2/2025		
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$36.27
Refer	2455 VALLEY TELEPHONE	Ck# 013563E	5/15/2025	
Cash Payment	E 602-49450-321 Telephone	2871,2872,2243, lift stations		\$453.04
Invoice				
Cash Payment	E 101-41000-321 Telephone	2127, Fax Village Hall		\$37.97
Invoice				
Cash Payment	E 101-41000-321 Telephone	2110, Phone, Village Hall		\$329.17
Invoice				
Cash Payment	E 211-45500-321 Telephone	2318, 2125, Library		\$55.64
Invoice				
Cash Payment	E 101-43000-321 Telephone	2846, Maintenance Dept.		\$74.65
Invoice				
Cash Payment	E 101-41000-321 Telephone	wifi Community Center		\$80.90
Invoice				
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$1,031.37
Refer	2456 AFSCME #65	Ck# 021767	5/12/2025	
Cash Payment	G 101-21707 Union Dues	Arlene Reinart		\$46.18
Invoice				
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$46.18
Refer	2457 PEIP	Ck# 013564E	5/7/2025	
Cash Payment	G 101-21706 Health Insurance	Arlene, Jodi, Jon		\$3,611.94
Invoice				
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$3,611.94
Refer	2458 #2 WELDING & REPAIR	Ck# 021766	5/12/2025	
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	oil and filter kit for Ranger		\$56.99
Invoice	13222	4/15/2025		
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$56.99
Refer	2459 MILBANK WINWATER WORKS	Ck# 021785	5/12/2025	
Cash Payment	E 601-49400-210 Operating Supplies (GE	meter pit Dave Duffield		\$1,626.73
Invoice	196581 01	4/15/2025		
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$1,626.73
Refer	2460 GOODHART EXCAVATING, INC	Ck# 021778	5/12/2025	
Cash Payment	E 101-43000-210 Operating Supplies (GE	30.18 ton gravel for streets and alleys		\$452.70
Invoice	11711	4/29/2025		
Cash Payment	E 101-43000-210 Operating Supplies (GE	45.16 ton gravel for streets and alleys		\$677.40
Invoice	11707	4/18/2025		
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$1,130.10
Refer	2461 QUARNSTROM & DOERING PA AT	Ck# 021788	5/12/2025	
Cash Payment	E 101-41610-304 Legal Fees	ambulance to reimburse		\$120.45
Invoice	90614	4/30/2025		
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$120.45
Refer	2462 BUSINESS CARD	Ck# 021774	5/12/2025	
Cash Payment	E 211-45500-437 Tapes/CD s/Movies	DVD's		\$112.76
Invoice				
Cash Payment	E 211-45500-433 Dues and Subscriptions	magazine		\$23.00
Invoice				

CITY OF BROWNS VALLEY

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Payments

Current Period: May 2025

Cash Payment	E 211-45500-435 Books and Pamphlets	books		\$32.74
Invoice				
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$168.50
Refer	2463	MIDWEST TAPE LLC	Ck# 021783	5/12/2025
Cash Payment	E 211-45500-429 Misc Grant Items for Rei	digital books and videos		\$104.47
Invoice 507099910 4/30/2025				
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$104.47
Refer	2464	CENGAGE LEARNING	Ck# 021776	5/12/2025
Cash Payment	E 211-45500-429 Misc Grant Items for Rei	large print books		\$57.38
Invoice 999100348741 4/23/2025				
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$57.38
Refer	2465	BAKER & TAYLOR	Ck# 021770	5/12/2025
Cash Payment	E 211-45500-333 Freight and Express	books		\$1.79
Invoice				
Cash Payment	E 211-45500-435 Books and Pamphlets	books		\$178.61
Invoice				
Transaction Date	5/7/2025	PRAIRIE SUN BANK	10100	Total \$180.40
Refer	2466	GOPHER STATE ONE-CALL	Ck# 021779	5/12/2025
Cash Payment	E 601-49400-300 Professional Svcs (GENE	April billing		\$2.02
Invoice 5040256 4/30/2025				
Cash Payment	E 602-49450-300 Professional Svcs (GENE	April billing		\$2.03
Invoice 5040256 4/30/2025				
Transaction Date	5/8/2025	PRAIRIE SUN BANK	10100	Total \$4.05

Fund Summary

10100 PRAIRIE SUN BANK

101 GENERAL FUND	\$34,847.84
211 LIBRARY	\$566.39
410 AMBULANCE CAPITAL FUND	\$868.00
601 WATER FUND	\$5,540.03
602 SEWER FUND	\$1,352.57
603 REFUSE (GARBAGE) FUND	\$716.61
	\$43,891.44

Pre-Written Checks	\$43,891.44
Checks to be Generated by the Computer	\$0.00
Total	\$43,891.44

**APPLICATION FOR BUILDING PERMIT
CITY OF BROWNS VALLEY
P.O. BOX 334, BROWNS VALLEY, MN 56219
320-695-2110 or cityadminbv@prtel.com**

Box 1

For City Use Only

Box 2

Building Permit No. _____

Date Received/Paid _____

Date **Council** Approved _____

Residential (Based on Valuation – Compute on Reverse)

Maintenance – Residential

Box 3

☒ House \$ _____
____ Remodel (Applicant Valuation) \$ _____
____ Attached Garage \$ _____
____ Deck/Porch \$ _____
____ Detached Garage/Portable Shed \$ _____
____ Modular/Manufactured Home \$ _____

____ Mechanical
☒ Re-roof (\$25.00)
____ Siding (\$25.00)
____ Windows/Doors – Enlarged Size – (\$25.00)
____ Miscellaneous Repair

Commercial (Based on state valuation)

Demolition (Asbestos inspection and lab fees not include)

____ Architect – Required \$ _____
____ Non-Architect (includes Maint. Permits) \$ _____

____ Residential
____ Commercial

Work being done: _____

Remember to call Gopher State One Call before you dig... 1-800-252-1166

Please print:

Parcel ID _____

Box 4

Job Site Address 427 Washington Street South Browns Valley MN 56219
Owner's Name Richard Wallenstein
Owner's Address 421 Washington Street South Browns Valley MN 56219
Owner's Telephone Number 701 403 2051
Contractor's Name _____ License No. _____
Contractor's Address _____ Phone No. _____

This permit becomes null and void if work or construction authorized is not completed within six (6) months. Applications for permit shall be accompanied by a description of work being done, site plan, and materials being used. Building permit card shall be posted conspicuously at job site during construction. No part of any building area authorized by this permit may be occupied until final inspection and issuance of a Certificate of Occupancy (if applicable) by the Building Official.

**DO NOT BEGIN CONSTRUCTION UNTIL THIS PERMIT HAS BEEN VALIDATED AND BUILDING SETBACK LINES
HAVE BEEN APPROVED BY THE BUILDING OFFICIAL.**

Printed Name of Applicant: Richard Wallenstein

Signature of Applicant: [Signature]

CALCULATED VALUATION \$ _____

Box 5

BUILDING PERMIT CHARGES

CITY CHARGES

Permit Fee \$5.00 or by value \$ _____
Comm. Plan Review + Surcharge \$ _____
Surcharge \$ _____
(A) PERMIT FEE \$ _____

Water Connect \$ _____
Sewer Connect \$ _____
(B) TOTAL CITY FEE \$ _____

(C) TOTAL SUM OF CHARGES \$ _____

Approved for Issuance by: _____

Box 6

Signature of Building Official

Date

Building Official Notes/Special Conditions: _____

AN ORDINANCE ENACTING SECTION 92.03(I)(1) AND (2)

AN ORDINANCE PROVIDING FOR THE REGULATION OF TREES
IN THE CITY OF BROWNS VALLEY

Findings.

1. The Browns Valley City Council has a provision defining certain diseased trees as public nuisances.
2. It has come to the attention of the Browns Valley City Council that there is an additional issue with trees overhanging onto city streets and city rights-of-way.
3. The Browns Valley City Council believes it is in the best interests of the residents of the City of Browns Valley to amend its Ordinance declaring certain trees a public nuisance to include those trees that are overhanging onto city streets and city rights-of-way.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BROWNS VALLEY
ORDAINS AS FOLLOWS:

1. That Browns Valley City Ordinance Section 92.03(I)(1) and (2) is hereby amended to read as follows:

“(I) Nuisance

For Review

(1) *Defined.*

- (a) Any living or standing tree or part thereof infected to any degree with an infectious disease or which harbors any insect, fungi, or virus known to contribute to the spread of such disease is hereby declared to be a public nuisance.
- (b) Any dead tree or part thereof known to contribute to the spread of infectious diseases, including logs, branches, stumps, or firewood, is hereby declared to be a public nuisance.
- (c) Any tree - living or standing or dead - which overhangs into the streets nearer than eight feet above the ground or fourteen feet above the improved street or alley.
- (d) This provision shall not apply to those diseases already covered under Section 92.02

(2) *Nuisance Prohibited.* I

- (a) It shall be unlawful for the owner of any parcel of land in the City to permit or maintain on any such parcel of land or upon abutting street right of way any tree or dead wood which is a public

nuisance as defined in Section 92.15. It shall be the duty of any such owner to promptly abate the nuisance by removing and destroying such tree or dead wood in a manner authorized by the city manager or his duly authorized representative.

- (b) Upon any complaint being made to the Public Works Director, any violation of section 1(c) above, of this ordinance, the Director shall visit the premises on which it is claimed such trees are untrimmed. If said complaint is well founded the trees, the Director shall cause a written notice to be issued to the property owner, giving the property owner fourteen (14) days to correct the nuisance. If after fourteen (14) days the nuisance has not been abated, the trees shall be trimmed in accordance with said Section 1(c) and report the cost of the labor performed in connection therewith to the City Council. The City Council shall cause the same to be included in the taxes against the lot or lots on which said trees are standing or if standing in the street, shall cause the same to be included in the taxes against the lot fronting on the side of the street where said trees stand.

PASSED AND ADOPTED this 12th day of May, 2025.

BROWNS VALLEY CITY COUNCIL

Michael Heck, Mayor

ATTEST:

Jodi Hook-Hansen, City Administrator