



Browns Valley Regular City Council Meeting Approved Minutes June 09, 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, Jan Biewer, Tony Miller, Michael Backer, and Devan Dobbs. Also in attendance were City Maintenance Supervisor Tony Serocki, City Administrator Jodi Hook-Hansen, Code Enforcement Officer Terry Biewer, Library Director Bernice Piechowski, 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.

Others Present: Tina Bartz, Edith Foren, Alpha Nybo, Kenny Hansen, and Traverse County Sheriff's Deputy Aaron Tesch.

Absent:

Agenda:

Upon a motion by Biewer, seconded by Miller, the Council unanimously approved the agenda with the following additions:

- Alpha Nybo Chicken Permit
- Heather Adair Garbage dispute
- Approval for Mayor to sign letter in concerns regarding proposed elimination of Community Development Block Grant Program.

Consent Agenda:

- Upon a motion by Backer, seconded by Miller, the Council unanimously approved the May 27, 2025, Regular Meeting Minutes.
- Upon a motion by Dobbs, seconded by Miller, the Council unanimously approved the claims totaling \$153,088.79, including wages (June 1st = \$12,493.92) and claims (June 9th = \$140,594.87).
- Upon a motion by Miller, seconded by Backer, the Council unanimously approved April's Treasurer's Report.
- Upon a motion by Biewer, seconded by Dobbs, the Council unanimously approved April's Delinquency Report.

Department Reports:

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki reported on completed and ongoing public works projects.
Side-by-Side Utility Vehicle
 - Replaced worn bushings and a faulty fuel pump to restore proper operation.

John Deere X744

- Repaired the steering system by replacing the broken steering link that connects the front steering mechanism to the rear steering. The unit is now fully functional.

Plow Truck

- Currently at Interstate Power in Fargo for service and repairs. Awaiting diagnostics and necessary parts.

Water System Repairs

- During the replacement of a gate valve, they discovered and replaced a leaking 45° fitting and a tee to prevent further leakage and ensure proper system function.
- Found significant deterioration in the pitless well pipe, which had several holes and required replacement.
- The submersible well pump had a faulty check valve, which was replaced to restore normal water flow and system pressure.
- 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 Dobbs, seconded by Backer, the City Council approved, by a vote of 4 to 1, a credit of \$228 to Heather Adair for an incorrect refuse charge, as verified by staff review. Mayor Heck dissented.
- Upon a motion by Backer, seconded by Dobbs, the City Council approved the submission of the Opioid Settlement Grant Application, with the City of Browns Valley designated as the fiscal host.
- Upon a motion by Dobbs, seconded by Miller, the City Council approved Kenny Hansen's request for an extension to complete building repairs at 313 W Broadway, with a new deadline of September 1, 2025.
- The proposed sale of parcel numbers 20-0290000, 20-0449000, and 20-0064000 to Matthew and Cynthia Zinniel was tabled pending verification and location of an easement on parcel number 20-0449000.
- Upon a motion by Biewer, seconded by Backer, the City Council approved contracting with Laura Wegwerth as a 1099 independent contractor for services at the Sam Brown Cabin Historical Site Museum.
- Upon a motion by Dobbs, seconded by Biewer, the City Council approved the use of Backus Field Track by Tough Ag and Tony Miller, contingent upon the provision of proof of liability insurance.
- Upon a motion by Dobbs, seconded by Miller, the City Council approved the 2024 Population and Household Estimates provided by the Minnesota State Demographer, reflecting a population of 527 and 217 households as of April 1, 2024.

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- Upon a motion by Dobbs, seconded by Miller, the City Council approved outlining procedures for counting write-in votes in municipal elections, selecting Option 1: No change – continue to tally all write-in votes.
- Upon a motion by Dobbs, seconded by Miller, the City Council approved 329 2nd St N for public auction.
- Council gave approval for Mayor to sign letter in concerns regarding proposed elimination of Community Development Block Grant Program.

Other Business: Council instructed to put Union Negotiations on the next agenda

Items for council to consider for future: Union Negotiations, TIF District, RFP for Garbage Contract, Budgeting and Future Projects

Dates:

June 16th EDA Meeting

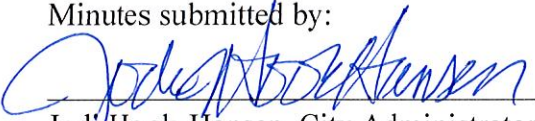
June 19th Office Closed

June 26th Watershed Public Meeting

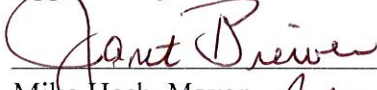
Next scheduled meeting Monday June 23 at 5:30 PM

The meeting adjourned at 6:37 p.m.

Minutes submitted by:


Jodi Hook-Hansen, City Administrator

Approved by:


Mike Heck, Mayor *Acting mayor*