



Browns Valley Regular City Council Meeting Approved Minutes August 25, 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, Devan Dobbs, and Michael Backer. Also in attendance were City Maintenance Supervisor Tony Serocki, Library Director Bernice Piechowski, City Administrator Jodi Hook-Hansen, Code Enforcement Officer Terry Biewer, and City Attorney Matt Franzese.

The meeting was called to order at 5:30 p.m. by Mayor Mike Heck.
The Pledge of Allegiance was recited by those in attendance.

Others Present: Arlene Reinart, Bergeson's from Dakota Waste, Adairs from Southside Sanitation, and Monte Thompson.

Agenda:

Upon a motion by Biewer, seconded by Miller, the Council unanimously approved the agenda.

Consent Agenda:

- Upon a motion by Backer, seconded by Miller, the Council unanimously approved the August 11, 2025, Regular Meeting Minutes.
- Upon a motion by Biewer, seconded by Backer, the Council unanimously approved the claims totaling \$62,105.74, including wages (August 16th = \$14,172.10) and claims (August 25th = \$53,904.06).

Department Reports:

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki reported on completed and ongoing public works projects. Serocki reported to the Council that the City's plow truck had been brought back to the shop and was still experiencing issues. Additional money would be required to continue diagnosing and repairing the truck.
- Upon motion by Miller, seconded by Dobbs, the Council unanimously approved the purchase of a plow truck, contingent on staff locating a suitable vehicle, at a cost not to exceed \$20,000.
- 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 Miller, seconded by Biewer, the Council unanimously approved the building permit for construction of a commercial building at 302 W. Broadway (Jay & Jeff Backer).

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- Hook-Hansen reported that Building Inspector Mike Jacobson recommended increasing building permit fees by \$100 for every \$50,000 in project valuation. The Council took no action and instructed staff to review rates in other cities.
- Mike Jacobson submitted a letter to the City Council regarding the substandard building at 329 2nd Street. The Council instructed Code Enforcement Officer Terry Biewer to submit a letter to Traverse County, Attn: Kit Johnson, to begin the abatement process.

The Council discussed the letter received from Mike Jacobson regarding the property at 326 W. Broadway, known as Buyah's. Jacobson recommended obtaining quotes from structural engineers to review the deteriorated building and provide guidance on how to proceed with demolition, noting the common walls shared with two adjoining buildings. No action was taken by the Council.

- The Council received the recommendations from the Budget Committee. Members reviewed each recommendation and engaged in discussion regarding their implications. No final decisions were made at this time.
- Approval of the Labor Committee's recommendation was tabled. Council appointees Heck and Dobbs will meet individually with employees to conduct reviews, beginning Monday, September 8th, at 3:30 p.m.

The Council opened and reviewed bids for Solid Waste Collection Services. Southside Sanitation submitted a bid of \$4,250.00, and the current provider, Dakota Waste, submitted a bid of \$4,000.00.

- Upon a motion by Heck, seconded by Miller, the Council awarded the contract to Dakota Waste by a 4-1 vote, with Dobbs dissenting.

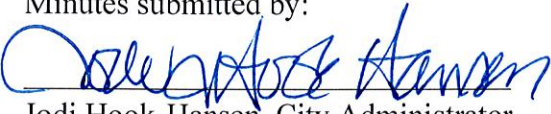
Items for council to consider for future: Budgeting and Future Projects- Sheriff's Contract

Dates:

Next scheduled meeting Monday August 25th at 5:30 p.m. and September 8th at 5:30 p.m.

The meeting adjourned at 6:53 p.m.

Minutes submitted by:


Jodi Hook-Hansen, City Administrator

Approved by:


Mike Heck, Mayor