



## Browns Valley Regular City Council Meeting Approved Minutes September 22, 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, and Devan Dobbs. Also in attendance were City Maintenance Supervisor Tony Serocki, Library Director Bernice Piechowski, City Administrator Jodi Hook-Hansen, and City Attorney Matt Franzese.

**Absent:** Code Enforcement Officer Terry Biewer.

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:** Kenny Hansen, Aaron Toelle, Arlene Reinart, and Tina Bartz.

### **Agenda:**

- Upon a motion by Dobbs, seconded by Miller, the Council unanimously approved the agenda with the following additions:
  - Approval of the proposal for appraisal services for the Browns Valley and Beardsley Joint Drinking Water Project, as recommended by Widseth.
  - Approval of a claim to Gerry Heck in the amount of \$500.00 for crop damage due to test well and soil borings.

**Visitors:** Aaron Toelle appeared to discuss the proposed increase in Fire Relief Association retirement benefits and addressed questions from the Council regarding approval of raising the benefit from \$850 to \$1,200.

Kenny Hansen appeared to ask the Council to reconsider cancelling the sale of 313 West Broadway to him due to noncompliance with the purchase agreement, which took place at the meeting held on September 8, 2025. He also stated that since this issue was not listed on the agenda for the meeting, it could not be discussed or voted on. The City Attorney researched the issue and confirmed that the failure to have the issue listed on the agenda was in violation of Robert's Rules of Order, and therefore the vote to cancel the purchase agreement was void.

### **Consent Agenda:**

- Upon a motion by Miller, seconded by Dobbs, the Council unanimously approved amending the minutes of the September 8, 2025 Regular Meeting to declare the vote void from the official minutes any action taken regarding the purchase agreement with Kenny Hansen for the property at 313 West Broadway to declare the sale null and void due to not fulfilling the terms of the purchase agreement as this was not properly added and approved to the meeting's agenda at the beginning of the meeting.

The Council asked that the City's Building Inspector conduct an inspection of the property to determine what, if anything, was still needed to be done to ensure that the property is no longer a substandard building. The City Attorney spoke with the Building Inspector, who thought that he

was too biased to give an independent evaluation. The City Attorney volunteered to locate another building inspector to perform the inspection.

- Upon a motion by Biewer, seconded by Dobbs, the Council unanimously approved the claims totaling \$138,953.47, including wages (September 16<sup>th</sup> = \$7,881.08) and September 22<sup>nd</sup> = \$131,072.39.
- Upon a motion by Miller, seconded by Biewer, the Council unanimously approved Resolution 25-17: A Resolution Accepting a Donation to the City of Browns Valley in the amount of \$25.00 from Edith Foren.

**Department Reports:**

- Library Director Piechowski reported on activities at the library.
- City Maintenance Supervisor Serocki reported on completed and ongoing public works projects.
- 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. Miller requested that council meetings be recorded. Staff will pursue options to record meetings live in order to enhance transparency.
- City Attorney Franzese gave a verbal report on actions performed for the City of Browns Valley. The City Council asked Franzese to proceed to legally to seek an administrative search warrant on properties 37 6th Street North (3/24/25), 29 6th Street North (12/4/24), 103 Jefferson Street South (6/09/25), 502 3rd Street North (3/10/25) and 523 4th Street North (6/6/25), due to uninhabitable homes that have been without water for several months.

**Old Business:**

- Upon a motion by Heck, seconded by Miller, the Council voted 3–1 to approve Resolution 25-13, A Resolution Ratifying the Adoption of the Fiscal Year 2026 Preliminary Budget with a levy increase of \$20,000.00, bringing the total levy to \$436,000.00. Dobbs dissented.

**New Business:**

- Upon a motion by Biewer, seconded by Heck, the Council unanimously approved Resolution 25-16 A Resolution Approving an Increase in Fire Relief Association Retirement Benefits from \$850 to \$1,200 as requested by the Association.
- Upon a motion by Biewer, seconded by Dobbs, the Council unanimously approved to purchase a new (unused) set of rescue tools from Dinges in the amount of \$19,875.00, with reimbursement to the City from the Browns Valley Fire Relief Association.

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- Widseth has obtained proposals for performing an appraisal on the Gerald and Peggy Heck property in the City of Beardsley (PID #16-0260-010) for the proposed water treatment plant site. The proposals received were as follows:

|                                          |            |
|------------------------------------------|------------|
| Thomas-Lauren Co. (Alexandria, MN)       | \$3,500.00 |
| Neu Real Estate (Ortonville, MN)         | \$6,000.00 |
| Tinjum Appraisal Co. (Detroit Lakes, MN) | \$7,450.00 |
- Upon a motion by Miller, seconded by Biewer, the Council unanimously approved the proposal from Thomas-Lauren Co. for appraisal services for the Browns Valley and Beardsley Joint Drinking Water Project in the amount of \$3,500.00.
- Upon a motion by Dobbs, seconded by Miller, the Council unanimously approved a building permit for 412 4th Street North (DeNitra White) to repair/replace the back steps.
- Upon a motion by Miller, seconded by Dobbs, the Council unanimously approved a building permit for 215 Washington Street South (Jerry & Diane Johnson) to re-roof the building on the property.
- Upon a motion by Miller, seconded by Biewer, the Council unanimously approved a building permit for 304 4<sup>th</sup> Street North (Garrick Stahl) to side the building located on the property.
- Regarding the violation of Browns Valley Ordinance for a substandard building at 329 2nd Street North, the Council tabled the matter because the required advance notice to the property owner has not yet expired.
- Regarding the violation of Browns Valley Ordinance for a substandard building at 408 1<sup>st</sup> Avenue North West, the Council tabled the matter because the required advance notice to the property owner has not yet expired.

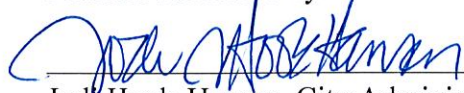
**Items for council to consider for future: Budgeting and Future Projects- Sheriff's Contract**

**Dates:**

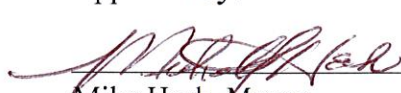
**Next scheduled meeting** Monday October 13<sup>th</sup> at 5:00 p.m.

The meeting adjourned at 7:30 p.m.

Minutes submitted by:

  
Jodi Hook-Hansen, City Administrator

Approved by:

  
Mike Heck, Mayor