



Browns Valley Regular City Council Meeting Approved Minutes October 27, 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, Jerry Johnson, and Devan Dobbs. Also in attendance were Library Director Bernice Piechowski, Code Enforcement Officer Terry Biewer, City Maintenance Supervisor Tony Serocki, Library City Administrator Jodi Hook-Hansen, and City Attorney Matt Franzese.

Absent:

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: Chief Deputy Andy Miller and Janessa Miller from the Traverse County Sheriff's Office and Arlene Reinart.

Agenda:

- Upon a motion by Miller, seconded by Dobbs, the Council unanimously approved the agenda with the following additions:
 - Approve Resolution 25-21, a Resolution delegating registration authority for the retail sale of cannabis and lower-potency hemp edibles to Traverse County.
 - Approval to add an additional City Council Member as a corporate signer on City bank accounts.
 - Discussion and possible action on the City's insurance deductible amount (\$250 vs. \$1,000).
 - Presentation by TaTorrie from FEMA regarding low-interest loan programs.
 - Consideration of continuing (or implementing) YouTube live streaming of Council Meetings.

Visitors:

Presentation by TaTorrie from FEMA regarding low-interest loan programs.

Consent Agenda:

- Upon a motion by Biewer, seconded by Dobbs, the Council unanimously approved the October 13, 2025, Regular Meeting Minutes
- Upon a motion by Biewer, seconded by Dobbs, the Council unanimously approved the claims totaling \$33,676.67, including wages (October 17th = \$7,663.63) and October 27th = \$26,013.04.

Department Reports:

- City Attorney Franzese gave a verbal report on actions performed for the City of Browns Valley.
- City Administrator Hook-Hansen reported on administrative items completed in the office.
- Library Director Piechowski reported on activities at the library.

- Chief Deputy Andy Miller and Janessa Miller provided an update on law enforcement activities within the City of Browns Valley. They reviewed recent calls for service, ongoing patrol coverage, and community safety efforts. Discussion included continued collaboration between the Sheriff's Office and the City to address local concerns and maintain a visible presence in the community. The Council expressed appreciation for the Sheriff's Office support and open communication.
- City Maintenance Supervisor Serocki reported on completed and ongoing public works projects.
Irrigator Screen Issue
The irrigator began gradually losing pressure until it eventually stopped pumping wastewater. Upon inspection, the screen pit was pumped out, and it was discovered that the screen had come apart again, likely due to weed buildup. When the screen failed, weeds were drawn into the pump, causing a blockage and preventing it from operating properly.
A quote was received from DSG for a replacement screen at a cost of \$6,800, which is more than double the price of the previous unit. After further inspection, it was found that while the outer portion of the screen is made of stainless steel, the internal supports are fiberglass bars that are glued together. The screen was taken to the Hutterite Colony for review, and they indicated they could either rebuild the existing screen or fabricate a new one with stainless steel internal supports for improved durability.
- Code Enforcement Officer Biewer reported on actions taken to enforce City ordinances and items completed in the office.

Unfinished Business:

- 329 2nd Street North – Substandard Building
Council discussed the ongoing violation of Browns Valley Ordinance regarding a substandard building at 329 2nd Street North. The item was tabled for further review.
- 408 1st Avenue Northwest – Substandard Building
Council discussed the violation of Browns Valley Ordinance regarding a substandard building at 408 1st Avenue Northwest. The item was tabled pending a status update.
- Upon a motion by Johnson with a second by Miller, the Council unanimously approved Resolution 25-23, a resolution amending the enabling resolution creating the Economic Development Authority in the City of Browns Valley by decreasing the number of Commissioners from seven to five and having two council members appointed in 2026.

The Council discussed the Law Enforcement Contract, which expires December 31, 2025. Discussion was held regarding whether to continue under the current terms for 2026 or to schedule a meeting with Traverse County to review possible changes. Following discussion, the Council agreed to a two-year term with a yearly rate of \$60,000 each year.

- Upon a motion by Johnson with a second by Miller, the Council unanimously approved a two-year term with a yearly rate of \$60,000 each year.

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New Business

The Council reviewed the proposed 2026 schedule of fees, including building permit fees.

- Upon a motion by Biewer with a second by Miller, the Council on a vote 4-1 approved the 2026 schedule of fees as presented. Dobbs Dissented.

- Upon motion by Johnson, seconded by Miller, the Council on a vote 4-1 approved Resolution 25-16, a Resolution Setting 2026 Water, Sewer, Garbage, and Late Fee Rates, with five percent increase. Dobbs Dissented.

- Upon a motion by Johnson with a second by Dobbs, the Council unanimously approved Resolution 25-21, a Resolution delegating registration authority for the retail sale of cannabis and lower-potency hemp edibles to Traverse County.

- Upon a motion by Dobbs with a second by Biewer, the Council unanimously approved to add Tony Miller as an additional signer on City bank accounts.

- Upon a motion by Dobbs with a second by Miller, the Council unanimously approved the City's Insurance Deductible Amount in the amount of \$1,000.

- Upon a motion by Heck with a second by Johnson, the Council voted 3 to 2 to discontinue YouTube live streaming of council meetings effective immediately. Dobbs and Biewer dissented.

Dates:

November 4th Opioid Settlement Annual Consultation & Partnership Meeting


December 8th Public Meeting: Truth in Taxation Public Meeting- Hearing for Tax Assessments

December 30th Certify final levy and complete certificate of compliance with Department of Revenue

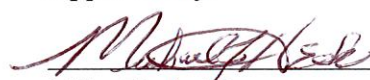
Next scheduled meeting Monday November 10th at 5:30 pm.

The meeting adjourned at 7:25 p.m.

Minutes submitted by:


Jodi Hook-Hansen, City Administrator

Approved by:


Mike Heck, Mayor