



**BROWNS VALLEY CITY COUNCIL MEETING
BROWNS VALLEY PUBLIC LIBRARY MEETING ROOM**

Monday November 10, 2025 - 5:30 P.M.

AGENDA

Call to order

Pledge of Allegiance

Roll Call: Mike Heck Tony Miller Jan Biewer Devan Dobbs Jerry Johnson

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

Absent:

Approval of Agenda: Motion_____ Seconded_____

Visitors:

Consent Agenda

➤ October 27, 2025 Regular Meeting Minutes

➤ For a grand total of \$54,273.21

Wages: November 1st = \$14,638.00

Claims: November 10th = \$39,635.21

➤ Delinquency report

➤ Treasurers report

Department Reports:

Unfinished Business:

New Business:

➤ Approval of not waiving the monetary limits on municipal tort liability established by MN Stat 466.04.

➤ Tobacco License Renewals – Browns Valley Cenex and Dollar General

➤ Discussion on Holding One Council Meeting per Month

➤ Discussion on continuance of applying for sales tax

Items for council to consider for future: Sources for additional revenues-Budget and Ordinance review

Dates:

Closed: November 11th and 27th

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 24th at 5:30

Adjournment: Time_____



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 5:00 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.

- 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.

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.

**Browns Valley Regular City Council Meeting Approved Minutes
October 27, 2025**

- 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:

Approved by:

Jodi Hook-Hansen, City Administrator

Mike Heck, Mayor

CITY OF BROWNS VALLEY

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Payments

Current Period: November 2025

Payment Batch Claims111025		\$39,635.21	
Refer	2875 VERIZON WIRELESS	Ck# 013662E 11/7/2025	
Cash Payment	E 101-42153-321 Telephone Invoice	Ambulance cell	\$100.65
Transaction Date	10/30/2025	PRAIRIE SUN BANK 10100	Total \$100.65
Refer	2876 FARM & HOME PUBLISHERS	Ck# 022262 11/10/2025	
Cash Payment	E 101-41000-340 Advertising Invoice 526939 10/14/2025	business directory	\$130.70
Transaction Date	10/30/2025	PRAIRIE SUN BANK 10100	Total \$130.70
Refer	2877 MINNESOTA DEPT OF HEALTH LO	Ck# 022270 11/10/2025	
Cash Payment	E 101-45000-312 License Invoice	City Park 2026 license renewal	\$201.00
Transaction Date	10/30/2025	PRAIRIE SUN BANK 10100	Total \$201.00
Refer	2878 VISA	Ck# 013663E 11/13/2025	
Cash Payment	E 101-42153-210 Operating Supplies (GE Invoice	ambulance supplies	\$703.60
Cash Payment	E 101-42153-210 Operating Supplies (GE Invoice	Microsoft 365	\$106.86
Transaction Date	10/30/2025	PRAIRIE SUN BANK 10100	Total \$810.46
Refer	2879 RDO EQUIPMENT COMPANY	Ck# 022272 11/10/2025	
Cash Payment	E 101-45000-220 Repair/Maint Supply (GE Invoice P4337254	Payloader seal	\$33.96
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE Invoice P4337254	Payloader seal	\$33.96
Transaction Date	10/31/2025	PRAIRIE SUN BANK 10100	Total \$67.92
Refer	2880 MILBANK WINWATER WORKS	Ck# 022269 11/10/2025	
Cash Payment	E 601-49400-210 Operating Supplies (GE Invoice 20025701 10/6/2025	chlorine for wells	\$50.19
Transaction Date	10/31/2025	PRAIRIE SUN BANK 10100	Total \$50.19
Refer	2881 PEIP	Ck# 013664E 11/10/2025	
Cash Payment	G 101-21706 Health Insurance Invoice 1569051	Jodi, Jon	\$2,407.96
Transaction Date	10/31/2025	PRAIRIE SUN BANK 10100	Total \$2,407.96
Refer	2882 AFSCME #65	Ck# 022255 11/10/2025	
Cash Payment	G 101-21707 Union Dues Invoice	Arlene Reinart	\$46.18
Transaction Date	10/31/2025	PRAIRIE SUN BANK 10100	Total \$46.18
Refer	2883 AVEL ECARE MEDICAL GROUP PC	Ck# 022257 11/10/2025	
Cash Payment	E 410-42153-300 Professional Srvs (GENE Invoice 15181		\$868.00
Transaction Date	10/31/2025	PRAIRIE SUN BANK 10100	Total \$868.00
Refer	2884 MIKE JACOBSON	Ck# 022268 11/10/2025	
Cash Payment	E 101-42400-300 Professional Srvs (GENE Invoice	November	\$400.00
Transaction Date	10/31/2025	PRAIRIE SUN BANK 10100	Total \$400.00
Refer	2885 DARREL ISSENDORF CONSTRUCT	Ck# 022261 11/10/2025	

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Payments

Current Period: November 2025

Cash Payment	E 101-46500-429 Misc Grant Items for Rei	EDA Committee Burton Gonsoir roof		\$10,140.43
Invoice			Project EDA	
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$10,140.43
Refer	2886	AMBULANCE CLAIMS PROCESSIN	Ck# 022256 11/10/2025	
Cash Payment	E 101-42153-300 Professional Srvs (GENE	October		\$110.00
Invoice	18452			
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$110.00
Refer	2887	AFLAC	Ck# 013665E 11/3/2025	
Cash Payment	G 101-21708 AFLAC	October		\$588.54
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$588.54
Refer	2888	PUBLIC EMPLOYEES RETIREMEN	Ck# 013666E 11/3/2025	
Cash Payment	G 101-21704 PERA			\$1,588.44
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$1,588.44
Refer	2889	IRS	Ck# 013667E 11/3/2025	
Cash Payment	G 101-21701 Federal Withholding	Federal		\$906.72
Invoice				
Cash Payment	G 101-21703 FICA Tax Withholding	SS & Medicare		\$2,866.64
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$3,773.36
Refer	2890	MN DEPT OF REVENUE SW	Ck# 013668E 11/3/2025	
Cash Payment	G 101-21702 State Withholding			\$496.40
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$496.40
Refer	2891	MN DEPT OF REVENUE ST	Ck# 013669E 11/3/2025	
Cash Payment	E 601-49400-441 Sales tax	Comm Water		\$79.00
Invoice				
Cash Payment	E 603-49500-441 Sales tax	Comm Garbage		\$315.00
Invoice				
Cash Payment	E 603-49500-441 Sales tax	Res Garbage		\$363.00
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$757.00
Refer	2892	MN DEPT OF REVENUE SW	Ck# 013670E 11/3/2025	
Cash Payment	G 101-21702 State Withholding	levy payments		\$77.18
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$77.18
Refer	2893	VISA	Ck# 013671E 11/13/2025	
Cash Payment	E 211-45500-210 Operating Supplies (GE	library time clock		\$208.03
Invoice				
Cash Payment	E 101-41000-208 Training and Instruction	MN Liquor Licensing and Alcohol Enforcement training		\$124.99
Invoice				
Cash Payment	E 602-49450-210 Operating Supplies (GE	Microsoft wastewater		\$106.86
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK 10100	Total	\$439.88
Refer	2894	LITTLE FALLS MACHINE, INC.	Ck# 022265 11/10/2025	

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Payments

Current Period: November 2025

Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	2012 plow truck parts		\$98.84
Invoice	374507	10/29/2025		
Transaction Date	11/3/2025	PRAIRIE SUN BANK	10100	Total \$98.84
Refer	2895	CARQUEST OF ORTONVILLE	Ck# 022260 11/10/2025	
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	plow truck		\$141.60
Invoice				
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	JD 2555 mower		\$4.48
Invoice				
Cash Payment	E 101-45000-220 Repair/Maint Supply (GE	JD 2555 mower		\$0.90
Invoice				
Cash Payment	E 602-49450-220 Repair/Maint Supply (GE	JD 2555 mower		\$3.58
Invoice				
Cash Payment	E 101-43000-210 Operating Supplies (GE	shop		\$121.40
Invoice				
Cash Payment	E 601-49400-210 Operating Supplies (GE	shop		\$91.05
Invoice				
Cash Payment	E 602-49450-210 Operating Supplies (GE	shop		\$91.04
Invoice				
Transaction Date	11/3/2025	PRAIRIE SUN BANK	10100	Total \$454.05
Refer	2896	BROWNS VALLEY HARDWARE HA	Ck# 022258 11/10/2025	
Cash Payment	E 101-41000-210 Operating Supplies (GE	Community Center supplies		\$16.38
Invoice				
Cash Payment	E 602-49450-210 Operating Supplies (GE	sewer supplies		\$2.80
Invoice				
Cash Payment	E 601-49400-210 Operating Supplies (GE	water supplies		\$35.96
Invoice				
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	plow truck maint		\$56.94
Invoice				
Cash Payment	E 101-41000-210 Operating Supplies (GE	City Hall supplies		\$69.96
Invoice				
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	JD tractor maint		\$13.00
Invoice				
Cash Payment	E 602-49450-220 Repair/Maint Supply (GE	JD tractor maint		\$12.99
Invoice				
Cash Payment	E 101-42260-210 Operating Supplies (GE	fire dept supplies		\$104.79
Invoice				
Cash Payment	E 101-43000-210 Operating Supplies (GE	streets supplies		\$21.77
Invoice				
Cash Payment	E 101-43000-210 Operating Supplies (GE	shop supplies		\$85.04
Invoice				
Cash Payment	E 601-49400-210 Operating Supplies (GE	shop supplies		\$42.52
Invoice				
Cash Payment	E 602-49450-210 Operating Supplies (GE	shop supplies		\$42.51
Invoice				
Transaction Date	11/4/2025	PRAIRIE SUN BANK	10100	Total \$504.66
Refer	2897	BUSINESS CARD	Ck# 022259 11/10/2025	
Cash Payment	E 211-45500-333 Freight and Express			\$3.99
Invoice				
Cash Payment	E 211-45500-429 Misc Grant Items for Rei			\$31.04
Invoice				

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Payments

Current Period: November 2025

Cash Payment	E 211-45500-435 Books and Pamphlets			\$312.94
Invoice				
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$347.97
Refer	2898 MIDWEST TAPE LLC	Ck# 022267 11/10/2025		
Cash Payment	E 211-45500-435 Books and Pamphlets	digital books and videos		\$100.10
Invoice	507968611			
Cash Payment	E 211-45500-437 Tapes/CD s/Movies	digital books and videos		\$12.01
Invoice	507968611			
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$112.11
Refer	2899 MIDAMERICA BOOKS	Ck# 022266 11/10/2025		
Cash Payment	E 211-45500-429 Misc Grant Items for Rei	books		\$301.50
Invoice	70985			
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$301.50
Refer	2900 OVERDRIVE, INC	Ck# 022271 11/10/2025		
Cash Payment	E 211-45500-435 Books and Pamphlets	ebooks and audiobooks		\$541.72
Invoice	02471CO25336208			
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$541.72
Refer	2901 VALLEY TELEPHONE	Ck# 013672E 11/15/2025		
Cash Payment	E 602-49450-321 Telephone	2871,2872,2243, lift stations		\$172.46
Invoice				
Cash Payment	E 101-41000-321 Telephone	2127, Fax Village Hall		\$40.05
Invoice				
Cash Payment	E 101-41000-321 Telephone	2110, Phone, Village Hall		\$319.70
Invoice				
Cash Payment	E 211-45500-321 Telephone	2318, 2125, Library		\$50.43
Invoice				
Cash Payment	E 101-43000-321 Telephone	2846, Maintenance Dept.		\$75.13
Invoice				
Cash Payment	E 101-41000-321 Telephone	wifi Community Center		\$80.90
Invoice				
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$738.67
Refer	2902 WIDSETH SMITH NOLTING & ASS	Ck# 022276 11/10/2025		
Cash Payment	E 414-43000-302 Architect Fees	BV Water Supply & Treatment System Improvements		\$10,375.90
Invoice	241433			
	10/21/2025		Project 2025-1	
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$10,375.90
Refer	2903 GOPHER STATE ONE-CALL	Ck# 022263 11/10/2025		
Cash Payment	E 601-49400-300 Professional Srvs (GENE	October billing		\$4.05
Invoice	5100255	10/31/2025		
Cash Payment	E 602-49450-300 Professional Srvs (GENE	October billing		\$4.05
Invoice	5100255	10/31/2025		
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$8.10
Refer	2904 TRAVERSE ELECTRIC COOP, INC	Ck# 013673E 11/17/2025		
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)		\$200.00
Invoice				
Transaction Date	11/5/2025	PRAIRIE SUN BANK 10100	Total	\$260.95

CITY OF BROWNS VALLEY

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Payments

Current Period: November 2025

Refer	2905	VALLEY FAMILY FOODS LLC	Ck# 022274 11/10/2025		
Cash Payment	E 101-43000-210	Operating Supplies (GE	shop supplies		\$20.00
Invoice					
Cash Payment	E 601-49400-210	Operating Supplies (GE	shop supplies		\$10.00
Invoice					
Cash Payment	E 602-49450-210	Operating Supplies (GE	shop supplies		\$10.00
Invoice					
Cash Payment	E 601-49400-210	Operating Supplies (GE	wells supplies		\$6.75
Invoice					
Transaction Date	11/6/2025		PRAIRIE SUN BANK 10100	Total	\$46.75
Refer	2906	#2 WELDING & REPAIR	Ck# 022254 11/10/2025		
Cash Payment	E 101-43000-222	Tires	Bobcat tires		\$618.60
Invoice 13778		10/15/2025			
Cash Payment	E 601-49400-222	Tires	Bobcat tires		\$247.44
Invoice 13778		10/15/2025			
Cash Payment	E 602-49450-222	Tires	Bobcat tires		\$247.44
Invoice 13778		10/15/2025			
Cash Payment	E 603-49500-222	Tires	Bobcat tires		\$123.72
Invoice 13778		10/15/2025			
Cash Payment	E 602-49450-220	Repair/Maint Supply (GE	fix 2 tires on trash pump		\$40.00
Invoice 13778		10/15/2025			
Transaction Date	11/6/2025		PRAIRIE SUN BANK 10100	Total	\$1,277.20
Refer	2907	REINART BROS. WELL DRILLING	Ck# 022273 11/10/2025		
Cash Payment	E 601-49400-220	Repair/Maint Supply (GE	disinfect city well		\$490.00
Invoice					
Transaction Date	11/6/2025		PRAIRIE SUN BANK 10100	Total	\$490.00
Refer	2908	JODI HOOK-HANSEN	Ck# 022264 11/10/2025		
Cash Payment	E 101-41000-331	Travel Expenses	mileage to Clinton 11/4 MN Paid Leave training		\$42.70
Invoice					
Cash Payment	E 101-41000-331	Travel Expenses	mileage to Wheaton 11/4 Opioid meeting		\$37.80
Invoice					
Transaction Date	11/6/2025		PRAIRIE SUN BANK 10100	Total	\$80.50
Refer	2909	VIKING LIBRARY SYSTEM	Ck# 022275 11/10/2025		
Cash Payment	E 211-45500-410	Rentals (GENERAL)	CD/DVD cleaning 2025		\$42.00
Invoice 1830					
Cash Payment	E 211-45500-210	Operating Supplies (GE	Hardware and Software Maintenance		\$900.00
Invoice 1830					
Transaction Date	11/7/2025		PRAIRIE SUN BANK 10100	Total	\$942.00

CITY OF BROWNS VALLEY

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Payments

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Current Period: November 2025

Fund Summary

	10100 PRAIRIE SUN BANK	
101 GENERAL FUND		\$23,034.19
211 LIBRARY		\$2,503.76
410 AMBULANCE CAPITAL FUND		\$868.00
414 BVB WATER PROJECT		\$10,375.90
601 WATER FUND		\$1,117.91
602 SEWER FUND		\$933.73
603 REFUSE (GARBAGE) FUND		\$801.72
		<hr/>
		\$39,635.21

Pre-Written Checks	\$39,635.21
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$39,635.21

CITY OF BROWNS VALLEY
Delinquency1

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Balance	Undist Rec	1 Per Overdue	2 Per Overdue	3 Per Overdue	Full Property Address	Full Owners Name	Acct Status
\$809.44	\$0.00	\$142.35	\$129.17	\$461.34	502 3rd St N	CLOUD, COLLEEN	Curb Off Active
\$538.86	\$0.00	\$117.95	\$107.45	\$236.88	221 Church St S	KLOECKNER, RITA	Curb Off Active
\$695.73	\$0.00	\$131.78	\$120.02	\$367.35	45 6th St N	AFFELDT, JEREMY	Curb Off Active
\$587.80	\$0.00	\$121.92	\$111.05	\$278.25	103 Jefferson St S	ZELENIAK, JASON E	Curb Off Active
\$1,624.87	\$0.00	\$230.65	\$119.14	\$1,198.50	37 6th St N	LUFKINS, TERRANCE L	Curb Off Active
\$4,256.70	\$0.00	\$744.65	\$586.83	\$2,542.32			

((([Balance]<>0))) AND ([*Account].[1 Per Overdue] In (117.95,121.92,131.78,142.35,230.65))

CITY OF BROWNS VALLEY

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*Check Reconciliation©

PRAIRIE SUN BANK

10100 Checking

October 2025

Account Summary

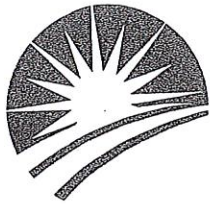
Beginning Balance on 10/1/2025	\$1,247,245.75
+ Receipts/Deposits	\$151,392.07
- Payments (Checks and Withdrawals)	\$121,166.75
Ending Balance as of 10/31/2025	\$1,277,471.07

Cleared	\$1,277,471.07
Statement	\$1,277,471.07
Difference	\$0.00

Cash Balance

Active 101-10100 GENERAL FUND	\$67,605.78
Active 211-10100 LIBRARY	\$46,262.79
Active 304-10100 BVB DEBT SERVICE	\$0.00
Active 400-10100 CAPITAL PROJECTS FUND	\$0.00
Active 410-10100 AMBULANCE CAPITAL FUND	\$44,329.65
Active 411-10100 WASTEWATER RD RESERVE	\$88,238.00
Active 413-10100 FIRE TRUCK CAPITAL FUND	\$0.00
Active 414-10100 BVB WATER PROJECT	\$480,561.01
Active 601-10100 WATER FUND	\$40,153.98
Active 602-10100 SEWER FUND	\$316,502.29
Active 603-10100 REFUSE (GARBAGE) FUND	\$145,517.91
Cash Balance	\$1,229,171.41

Beginning Balance	\$1,247,245.75
+ Total Deposits	\$151,392.07
- Checks Written	\$169,466.41
Check Book Balance	\$1,229,171.41
Difference	\$0.00



PRAIRIE SUN BANK

MEMBER FDIC

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CITY OF BROWNS VALLEY
PO BOX 334
BROWNS VALLEY, MN 56219-0334

*****0210 BASINT

A STATEMENT OF YOUR ACCOUNT
01-OCT-25 THRU 31-OCT-25

LAST STATEMENT	NO. CREDITS	AMOUNT	NO. DEBITS	AMOUNT	STATEMENT BAL
1,247,245.75	61	151,392.07	91	121,166.75	=1,277,471.07

-- ITEMIZED TRANSACTIONS ----- DEBITS --- CREDITS -----

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting:

Signature: _____

Position:

RESOLUTION
POLICY TO ALLOW PAYMENT BEFORE COUNCIL AUTHORIZATION

WHEREAS, the City Council of the City of Browns Valley is required to review expenditures before payments are made, and

WHEREAS, business and contractor billing cycles are not always in step with the City payment schedule, and

WHEREAS, some businesses and contractors demand payment upon job completion, and

WHEREAS, some businesses and contractors include finance charges for bills not paid within 10, 15, 20 or 30 days, and

WHEREAS, it is in the City's best interest to pay just debts in a timely manner.

THEREFORE, BE IT RESOLVED that the City Council of the City of Browns Valley authorizes the City Clerk-Treasurer-Administrator or Deputy Clerk to make payment of regular payroll expenditures, regular cyclical payments such as, but not exclusively, utility bills and payments for currently budgeted goods and services, without prior approval by the City Council.

Approved by the City Council of the City of Browns Valley this

Mayor Mike Heck

ATTEST: _____
City Clerk-Treasurer-Administrator
Jodi Hook-Hansen

2028 cont. MCSAH 106 and MCSAH 4 South is Browns Valley

- MCSAH 106 SAP 078-706-002 last major project done in 1991
- MCSAH 4 SAP 078-604-016 last major project done in 2002
- Tied with CSAH 6
- MCSAH 4 will include SFDR (where there is no C&G Section) and a Mill and Fill with ADA retrofits in C&G section.
- MCSAH 106 will have a Full Depth Pavement repair in NS section and Mill and Fill with ADA upgrades on EW section

