



Browns Valley Regular City Council Meeting Approved Minutes November 24, 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 Code Enforcement Officer Terry Biewer, Library Director Bernice Piechowski, City Maintenance Supervisor Tony Serocki, City Attorney Matt Franzese, and City Administrator Jodi Hook-Hansen.

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: Tina Bartz, Roger Schwagel, Shayrae Robertson, and Chief Deputy Andy Miller from the Traverse County Sheriff's Office.

Agenda:

- Upon a motion by Dobbs, seconded by Miller, the Council unanimously approved the agenda with the following additions: Shayrae Robertson, Fire Department Employee Tosten Myrum, and Tina Bartz.

Visitors: Roger Schwagel, representing Windsor Township, addressed the Council regarding the Fire Services Contract. He requested that the Council remove the provision stating that if a fire call is not paid by the individual involved or the responsible party, the Township will be billed for the fire call charges.

- Upon a motion by Dobbs, seconded by Miller, the Council unanimously approved to remove the provision stating that if a fire call is not paid by the individual involved or the responsible party, the Township will be billed for the fire call charges.

Tina Bartz was present to inform Maintenance Supervisor Tony Serocki that Dakota Waste will not pick up garbage if snow is blocking the alleyway.

Shayrae Robertson appeared before Code Enforcement Officer Terry Biewer and the City Council to request an extension on the abatement deadline for the cleanup outlined in the letter she received. The Council agreed to an informal extension and instructed Ms. Robertson to keep Mr. Biewer informed of her progress.

Consent Agenda:

- Upon a motion by Johnson, seconded by Miller, the Council unanimously approved the November 10, 2025, Regular Meeting Minutes.

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- Upon a motion by Biewer, seconded by Dobbs, the Council unanimously approved the claims totaling \$58,198.84, including wages (November 16th= \$7,812.83 and November 24th=\$50,386.01).

Department Reports:

- City Administrator Hook-Hansen reported on administrative items completed in the office.
- Library Director Piechowski reported on activities at the library.
- Code Enforcement Officer Biewer reported on actions taken to enforce City ordinances and items completed in the office.
- City Maintenance Supervisor Serocki reported on completed and ongoing public works projects.
- City Attorney Franzese gave a verbal report on actions performed for the City of Browns Valley.
- Chief Deputy Miller provided an update on law enforcement activities within the City of Browns Valley.

Unfinished Business

- Upon a motion by Heck, seconded by Miller, the City Council voted 3-2 to deny the proposal to reduce regular meetings to one per month, thereby maintaining the current schedule of two meetings per month. Dobbs and Biewer dissented.

New Business:

- Upon a motion by Miller, seconded by Johnson, the Council unanimously approved the purchase of a 14” Hymax Grip Coupling, for a total of \$5,465.74, to keep on hand for a potential sewer break.
- Upon a motion by Miller, seconded by Johnson, the Council unanimously denied the proposal to install a shower at the Community Center. The Council would not support the concept even if funded entirely by outside contributions.
- The Council reviewed the proposed budget for 2026. Staff provided an overview of projected revenues, and expenditures. Council members discussed key items, asked questions for clarification, and provided feedback. No formal action was taken at this time.
- A motion was made by Miller, and seconded by Johnson, to approve the hiring of Tosten Myrum for the Fire Department however, during discussion it was noted that the Council had not received his application for review prior to the meeting, nor had the Fire Department fully approved adding him to the Department. Miller rescinded his motion in order to allow the Fire Department to determine whether to recommend Myrum’s hiring to the Council.

Dates:

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

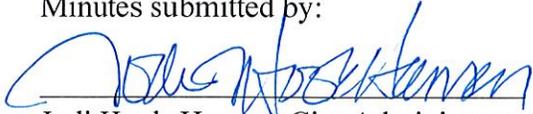
December 29th City Council Meeting at 5:30

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

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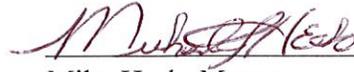
Next scheduled meeting Monday December 8th 5:30 pm.
The meeting adjourned at 7:33 p.m.

Minutes submitted by:



Jodi Hook-Hansen, City Administrator

Approved by:



Mike Heck, Mayor