



BROWNS VALLEY CITY COUNCIL MEETING
BROWNS VALLEY PUBLIC LIBRARY MEETING ROOM
Monday December 08, 2025 - 5:30 P.M.

AGENDA

Call to order

Pledge of Allegiance

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

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

Absent:

Additions or Corrections to the Meeting Agenda: Motion _____ Seconded _____

Visitors:

Consent Agenda

- Approval of November 24, 2025 Regular Meeting Minutes
- For a grand total of \$112,751.33
 - Wages: December 1st = \$13,700.42
 - Claims: December 8th = \$99,050.91

- Delinquency report
- Treasurers report

Department Reports:

New Business:

- Review request for Deferred Assessment Form for Angela Beacom
- Approval of Resolution No. 25-25 Certifying Unpaid Charges to the County Auditor for collection with property taxes.

6:00 PM **Public Meeting: Truth in Taxation Public Meeting** Final 2026 Budget and Levy

1. Call to Order
 2. Explanation of Purpose of Truth in Taxation Hearing
 3. Presentation of the Proposed 2026 Property Tax Levy and Budget
 4. Public Comment and Questions
 5. Council Discussion
 6. Approval of Adoption of Final 2026 Property Tax Levy and Budget
 - Resolution 25-23 adopting the final city budget for the upcoming year
 - Resolution 25-24 adopting the final property tax levy
- Adjournment of Truth in Taxation Hearing

Dates:

Dec 24th & 25th Office Closed

Items for council to consider for future:

Next scheduled meeting Monday December 29th - 5:30 PM

Adjournment: Time _____



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.

**Browns Valley Regular City Council Meeting Approved Minutes
November 24, 2025**

- 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

Browns Valley Regular City Council Meeting Approved Minutes
November 24, 2025

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

Minutes submitted by:

Approved by:

Jodi Hook-Hansen, City Administrator

Mike Heck, Mayor

CITY OF BROWNS VALLEY

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***Check Summary Register©**

Batch: Claims120825

	Name	Check Date	Check Amt	
10100	PRAIRIE SUN BANK			
13678e	VISA	12/14/2025	\$2,168.19	office supplies
13679e	VISA	12/14/2025	\$215.89	ambulance supplies
13680e	AFLAC	12/2/2025	\$588.54	November billing
13681e	MN DEPT OF REVENUE	12/1/2025	\$495.60	
13682e	MN DEPT OF REVENUE	12/1/2025	\$854.00	Comm Water
13683e	IRS	12/1/2025	\$3,787.02	Federal
13684e	PUBLIC EMPLOYEES RETIREME	12/2/2025	\$1,528.76	
13685e	AFLAC	12/2/2025	\$169.24	December dental
13686e	VALLEY TELEPHONE CO	12/15/2025	\$740.05	2871,2872,2243, lift stations
13687e	MN PEIP - C/O MMB FISCAL SVC	12/2/2025	\$2,407.96	Jodi, Jon
13688e	TRAVERSE ELECTRIC COOP, IN	12/15/2025	\$260.95	monthly statement (water)
22326	First Lease LLC	12/3/2025	\$18,650.76	Principal
22327	# 2 Welding & Repair	12/8/2025	\$10.61	steel
22328	AFSCME #65	12/8/2025	\$46.18	Arlene Reinart
22329	AVEL ECARE LLC OPERATING	12/8/2025	\$868.00	December
22330	BROWNS VALLEY HARDWAREH	12/8/2025	\$260.09	shop supplies
22331	CARQUEST OF ORTONVILLE	12/8/2025	\$86.64	sewer repair
22332	DAKOTA SUPPLY GROUP	12/8/2025	\$103.24	kit
22333	DAKOTA WASTE SOLUTIONS	12/8/2025	\$4,000.00	January garbage service
22334	DINGES FIRE COMPANY	12/8/2025	\$20,460.00	Cutter, charger, battery, spreader
22335	FRANZESE, MATTHEW P.	12/8/2025	\$1,050.00	December services
22336	Gazette Publishing Company	12/8/2025	\$379.50	Legal Notice: Proposed Assessments
22337	GOPHER STATE ONE-CALL	12/8/2025	\$5.40	November billing
22338	MIKE JACOBSON	12/8/2025	\$400.00	December
22339	MN VALLEY TESTING LABS, INC	12/8/2025	\$115.25	wastewater testing
22340	THOMAS-LAUREN COMPANY	12/8/2025	\$3,000.00	appraisal fee vacant lot Keystone Ave Beardsle
22341	TRAVERSE COUNTY SHERIFF O	12/8/2025	\$15,000.00	4th quarter contracted services
22342	WIDSETH SMITH NOLTING & AS	12/8/2025	\$21,399.04	BV Water Supply & Treatment System Improve
Total Checks			\$99,050.91	

10100 PRAIRIE SUN BANK

101 GENERAL FUND	\$66,723.92
211 LIBRARY	\$49.21
410 AMBULANCE CAPITAL FUND	\$868.00
414 BVB WATER PROJECT	\$24,399.04
601 WATER FUND	\$662.22
602 SEWER FUND	\$1,414.55
603 REFUSE (GARBAGE) FUND	\$4,933.97
	\$99,050.91

FILTER: (([Act Year]='2025' and [period] in (12))) and (Source in ('Claims120825'))

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Payments

Current Period: December 2025

Payment Batch Claims120825

\$99,050.91

Refer	2937 VISA	Ck# 013678E 12/14/2025		
Cash Payment	E 101-41000-200 Office Supplies (GENER	office supplies		\$196.57
Invoice				
Cash Payment	E 602-49450-220 Repair/Maint Supply (GE	Generator pump parts		\$233.84
Invoice				
Cash Payment	E 101-41000-322 Postage	postage		\$160.65
Invoice				
Cash Payment	E 602-49450-220 Repair/Maint Supply (GE	sewer monitor part		\$381.41
Invoice				
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	wheel loader ram repairs		\$417.09
Invoice				
Cash Payment	E 603-49500-220 Repair/Maint Supply (GE	wheel loader ram repairs		\$189.59
Invoice				
Cash Payment	E 602-49450-220 Repair/Maint Supply (GE	wheel loader ram repairs		\$75.83
Invoice				
Cash Payment	E 601-49400-220 Repair/Maint Supply (GE	wheel loader ram repairs		\$75.83
Invoice				
Cash Payment	E 101-43000-210 Operating Supplies (GE	shop supplies		\$101.77
Invoice				
Cash Payment	E 601-49400-210 Operating Supplies (GE	shop supplies		\$50.89
Invoice				
Cash Payment	E 602-49450-210 Operating Supplies (GE	shop supplies		\$50.89
Invoice				
Cash Payment	E 601-49400-220 Repair/Maint Supply (GE	Generator pump parts		\$233.83
Invoice				
Transaction Date	12/1/2025	PRAIRIE SUN BANK 10100	Total	\$2,168.19
Refer	2938 VISA	Ck# 013679E 12/14/2025		
Cash Payment	E 101-42153-210 Operating Supplies (GE	ambulance supplies		\$215.89
Invoice				
Transaction Date	12/1/2025	PRAIRIE SUN BANK 10100	Total	\$215.89
Refer	2939 CARQUEST OF ORTONVILLE	Ck# 022331 12/8/2025		
Cash Payment	E 602-49450-210 Operating Supplies (GE	sewer repair		\$55.62
Invoice	8923-225558			
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	lawn mower repair		\$8.61
Invoice	8923-225058			
Cash Payment	E 101-45000-220 Repair/Maint Supply (GE	lawn mower repair		\$8.61
Invoice	8923-225058			
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	Payloader repair		\$7.59
Invoice	8923-226058			
Cash Payment	E 601-49400-220 Repair/Maint Supply (GE	Payloader repair		\$3.45
Invoice	8923-226058			
Cash Payment	E 602-49450-220 Repair/Maint Supply (GE	Payloader repair		\$1.38
Invoice	8923-226058			
Cash Payment	E 603-49500-220 Repair/Maint Supply (GE	Payloader repair		\$1.38
Invoice	8923-226058			
Transaction Date	12/1/2025	PRAIRIE SUN BANK 10100	Total	\$86.64
Refer	2940 AFLAC	Ck# 013680E 12/2/2025		

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Payments

Current Period: December 2025

Cash Payment	G 101-21708 AFLAC	November billing		\$588.54
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$588.54
Refer	2941 MN DEPT OF REVENUE SW	Ck# 013681E 12/1/2025		
Cash Payment	G 101-21702 State Withholding			\$495.60
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$495.60
Refer	2942 MN DEPT OF REVENUE ST	Ck# 013682E 12/1/2025		
Cash Payment	E 601-49400-441 Sales tax	Comm Water		\$111.00
Invoice				
Cash Payment	E 603-49500-441 Sales tax	Comm Garbage		\$403.00
Invoice				
Cash Payment	E 603-49500-441 Sales tax	Res Garbage		\$340.00
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$854.00
Refer	2943 IRS	Ck# 013683E 12/1/2025		
Cash Payment	G 101-21701 Federal Withholding	Federal		\$1,066.66
Invoice				
Cash Payment	G 101-21703 FICA Tax Withholding	SS & Medicare		\$2,720.36
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$3,787.02
Refer	2944 PUBLIC EMPLOYEES RETIREMEN	Ck# 013684E 12/2/2025		
Cash Payment	G 101-21704 PERA			\$1,528.76
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$1,528.76
Refer	2945 AFLAC	Ck# 013685E 12/2/2025		
Cash Payment	G 101-21708 AFLAC	December dental		\$169.24
Invoice	20251117000765			
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$169.24
Refer	2946 MVTL	Ck# 022339 12/8/2025		
Cash Payment	E 602-49450-306 Testing	wastewater testing		\$115.25
Invoice	1335435 11/26/2025			
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$115.25
Refer	2947 THOMAS-LAUREN COMPANY	Ck# 022340 12/8/2025		
Cash Payment	E 414-43000-300 Professional Svcs (GENE	appraisal fee vacant lot Keystone Ave Beardsley		\$3,000.00
Invoice	293979	Project 2025-1		
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$3,000.00
Refer	2948 DAKOTA SUPPLY GROUP	Ck# 022332 12/8/2025		
Cash Payment	E 601-49400-210 Operating Supplies (GE	kit		\$103.24
Invoice	S105193850.001			
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total	\$103.24
Refer	2949 WIDSETH SMITH NOLTING & ASS	Ck# 022342 12/8/2025		
Cash Payment	E 414-43000-302 Architect Fees	BV Water Supply & Treatment System		\$18,270.00
Invoice	242190	Improvements		
		Project 2025-1		

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Payments

Current Period: December 2025

Cash Payment	E 414-43000-303 Engineering Fees	BV Water Supply System Phase I Arch Survey	\$3,129.04
Invoice	242202	Project 2025-1	
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total \$21,399.04
Refer	2950 VALLEY TELEPHONE	Ck# 013686E 12/15/2025	
Cash Payment	E 602-49450-321 Telephone	2871,2872,2243,lift stations	\$172.21
Invoice			
Cash Payment	E 101-41000-321 Telephone	2127, Fax Village Hall	\$38.14
Invoice			
Cash Payment	E 101-41000-321 Telephone	2110, Phone, Village Hall	\$323.95
Invoice			
Cash Payment	E 211-45500-321 Telephone	2318, 2125, Library	\$49.21
Invoice			
Cash Payment	E 101-43000-321 Telephone	2846, Maintenance Dept.	\$75.64
Invoice			
Cash Payment	E 101-41000-321 Telephone	wifi Community Center-reimbursed by renter	\$80.90
Invoice			
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total \$740.05
Refer	2951 PEIP	Ck# 013687E 12/2/2025	
Cash Payment	G 101-21706 Health Insurance	Jodi, Jon	\$2,407.96
Invoice			
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total \$2,407.96
Refer	2952 AFSCME #65	Ck# 022328 12/8/2025	
Cash Payment	G 101-21707 Union Dues	Arlene Reinart	\$46.18
Invoice			
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total \$46.18
Refer	2953 AVEL ECARE MEDICAL GROUP PC	Ck# 022329 12/8/2025	
Cash Payment	E 410-42153-300 Professional Svcs (GENE December		\$868.00
Invoice			
Transaction Date	12/2/2025	PRAIRIE SUN BANK 10100	Total \$868.00
Refer	2954 TRAVERSE ELECTRIC COOP, INC	Ck# 013688E 12/15/2025	
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	12/2/2025	PRAIRIE SUN BANK 10100	Total \$260.95
Refer	2955 BROWNS VALLEY HARDWARE HA	Ck# 022330 12/8/2025	
Cash Payment	E 101-43000-210 Operating Supplies (GE	shop supplies	\$27.48
Invoice			
Cash Payment	E 601-49400-210 Operating Supplies (GE	shop supplies	\$13.74
Invoice			
Cash Payment	E 602-49450-210 Operating Supplies (GE	shop supplies	\$13.74
Invoice			
Cash Payment	E 602-49450-210 Operating Supplies (GE	wastewater supplies	\$111.68
Invoice			
Cash Payment	E 101-42153-210 Operating Supplies (GE	ambulance supplies	\$45.63
Invoice			

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Payments

Current Period: December 2025

Cash Payment	E 601-49400-210 Operating Supplies (GE	water supplies		\$6.59
Invoice				
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	plow truck bolts		\$41.23
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK	10100	Total \$260.09
Refer	2956 MIKE JACOBSON	Ck# 022338	12/8/2025	
Cash Payment	E 101-42400-300 Professional Svcs (GENE	December		\$400.00
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK	10100	Total \$400.00
Refer	2957 FRANZESE, MATTHEW P.	Ck# 022335	12/8/2025	
Cash Payment	E 101-41610-304 Legal Fees	December services		\$1,050.00
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK	10100	Total \$1,050.00
Refer	2958 DAKOTA WASTE SOLUTIONS	Ck# 022333	12/8/2025	
Cash Payment	E 603-49500-300 Professional Svcs (GENE	January garbage service		\$4,000.00
Invoice				
Transaction Date	12/2/2025	PRAIRIE SUN BANK	10100	Total \$4,000.00
Refer	2959 First Lease LLC	Ck# 022326	12/3/2025	
Cash Payment	E 101-43000-600 Debt Srv Principal (GEN	Principal		\$8,748.70
Invoice				
Cash Payment	E 101-43000-610 Interest	Interest		\$9,902.06
Invoice				
Transaction Date	12/3/2025	PRAIRIE SUN BANK	10100	Total \$18,650.76
Refer	2960 TRAVERSE COUNTY SHERIFF OFF	Ck# 022341	12/8/2025	
Cash Payment	E 101-42000-300 Professional Svcs (GENE	4th quarter contracted services		\$15,000.00
Invoice	202500333			
Transaction Date	12/3/2025	PRAIRIE SUN BANK	10100	Total \$15,000.00
Refer	2961 GOPHER STATE ONE-CALL	Ck# 022337	12/8/2025	
Cash Payment	E 601-49400-300 Professional Svcs (GENE	November billing		\$2.70
Invoice	5110255	11/30/2025		
Cash Payment	E 602-49450-300 Professional Svcs (GENE	November billing		\$2.70
Invoice	5110255	11/30/2025		
Transaction Date	12/3/2025	PRAIRIE SUN BANK	10100	Total \$5.40
Refer	2962 GAZETTE PUBLISHING COMPANY	Ck# 022336	12/8/2025	
Cash Payment	E 101-41000-340 Advertising	Legal Notice: Proposed Assessments		\$379.50
Invoice				
Transaction Date	12/4/2025	PRAIRIE SUN BANK	10100	Total \$379.50
Refer	2963 #2 WELDING & REPAIR	Ck# 022327	12/8/2025	
Cash Payment	E 101-43000-220 Repair/Maint Supply (GE	steel		\$10.61
Invoice	13845	11/3/2025		
Transaction Date	12/4/2025	PRAIRIE SUN BANK	10100	Total \$10.61
Refer	2964 DINGES FIRE COMPANY	Ck# 022334	12/8/2025	
Cash Payment	E 101-42260-240 Small Tools and Minor E	Cutter, charger, battery, spreader		\$19,875.00
Invoice	79555	12/3/2025	Project 42260	

CITY OF BROWNS VALLEY
Payments

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Current Period: December 2025

Cash Payment	E 101-42260-240 Small Tools and Minor E	3-60v batteries		\$585.00
Invoice	79563	12/3/2025	Project 42260	
Transaction Date	12/4/2025	PRAIRIE SUN BANK	10100	Total \$20,460.00

Fund Summary

10100 PRAIRIE SUN BANK

101 GENERAL FUND	\$66,723.92
211 LIBRARY	\$49.21
410 AMBULANCE CAPITAL FUND	\$868.00
414 BVB WATER PROJECT	\$24,399.04
601 WATER FUND	\$662.22
602 SEWER FUND	\$1,414.55
603 REFUSE (GARBAGE) FUND	\$4,933.97
	<hr/>
	\$99,050.91

Pre-Written Checks	\$99,050.91
Checks to be Generated by the Computer	\$0.00
Total	<hr/> \$99,050.91

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
\$191.20	\$0.00	\$107.06	\$0.00	\$0.00	18 2nd St N	IVERSON, JENNA	Active
\$201.58	\$0.00	\$108.66	\$0.00	\$0.00	523 4th St N	GILL, DENNIS	Curb Off Active
\$282.04	\$0.00	\$155.23	\$1.37	\$0.00	310 4th St N	KAMPESKA, TONYA	Active
\$965.29	\$0.00	\$155.85	\$142.35	\$590.51	502 3rd St N	CLOUD, COLLEEN	Curb Off Active
\$668.37	\$0.00	\$129.51	\$117.95	\$344.33	221 Church St S	KLOECKNER, RITA	Curb Off Active
\$236.56	\$0.00	\$130.99	\$0.00	\$0.00	116 4th St S	BIEL, ANASTASIA or TH	Active
\$235.71	\$0.00	\$133.88	\$0.00	\$0.00	312 4th St S	Halbert, Deborah	Active
\$186.04	\$0.00	\$80.69	\$0.00	\$0.00	102 E Broadway	HISGUN, CHRISTINA A	Active
\$840.45	\$0.00	\$144.72	\$131.78	\$487.37	45 6th St N	AFFELDT, JEREMY	Curb Off Active
\$521.67	\$0.00	\$133.87	\$121.92	\$189.30	103 Jefferson St S	ZELENIAC, JASON E	Curb Off Active
\$251.19	\$0.00	\$164.68	\$0.00	\$0.00	330 2nd St N	SIMON, CHYNNA	Active
\$244.31	\$0.00	\$138.89	\$0.00	\$0.00	421 5th St N	FOURSHEY, WHITNEY	Active
\$1,862.74	\$0.00	\$237.87	\$230.65	\$1,317.64	37 6th St N	LUFKINS, TERRANCE L	Curb Off Active
\$255.17	\$0.00	\$144.50	\$0.00	\$0.00	411 5th St N	MAX, YOLANDA	Active
\$6,942.32	\$0.00	\$1,966.40	\$746.02	\$2,929.15			

((([Balance]<>0))) AND ([*Account].[1 Per Overdue] Not In (-111.54,-76.87,-53.48,-4.16,0,5.96,7.05,19.78,25.49))

Deferred Assessment Form – Traverse County Auditor

MN Statutes 435.193 – 435.195 allow that a city may, at it's discretion, defer a special assessment in certain situations.

Said statutes require the county auditor to create a form to administer such a deferral. This is the form to use for a deferred special assessment in Traverse County, MN.

Data:

Description of Special assessment: _____

Amount of Special Assessment: _____

Interest Rate charged by City over life of deferral _____

Signature of taxpayer, approving deferral of special assessment _____

Signature of City Clerk (needs to be accompanied by a copy of the city council minutes approving deferral of special assessment) _____

City approving deferred assessment must send \$46 payment to County Auditor to cover the recording fee.

Attached to this form:

MS 435.193

MS 435.194

MS 435.195

435.195 TERMINATION OF RIGHT TO DEFERRED PAYMENT.

The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest, shall become due upon the occurrence of any of the following events: (a) the death of the owner, provided that the spouse is otherwise not eligible for the benefits hereunder; (b) the sale, transfer or subdivision of the property or any part thereof; (c) if the property should for any reason lose its homestead status; or (d) if for any reason the taxing authority deferring the payments shall determine that there would be no hardship to require immediate or partial payment.

History: 1974 c 206 s 9

435.194 PROCEDURE TO OBTAIN DEFERRED ASSESSMENT.

The homeowner shall make application for deferred payment of special assessments on forms prescribed by the county auditor of the county in which the homestead is located. Where the deferred assessment is granted, the auditor shall record a notice thereof with the county recorder of said county which shall set forth the amount of the assessment. The taxing authority may determine by ordinance or resolution the amount of interest, if any, on the deferred assessment and this rate shall be recorded by the auditor along with and in the same manner as the amount of the assessment.

History: 1974 c 206 s 8; 1976 c 181 s 2; 1976 c 195 s 4

435.193 HARDSHIP ASSESSMENT DEFERRAL FOR SENIORS, DISABLED, OR MILITARY PERSONS.

(a) Notwithstanding the provisions of any law to the contrary, any county, statutory or home rule charter city, or town, making a special assessment may, at its discretion, defer the payment of that assessment for any homestead property:

(1) owned by a person 65 years of age or older or retired by virtue of a permanent and total disability for whom it would be a hardship to make the payments; or

(2) owned by a person who is a member of the Minnesota National Guard or other military reserves who is ordered into active military service, as defined in section 190.05, subdivision 5b or 5c, as stated in the person's military orders, for whom it would be a hardship to make the payments.

(b) Any county, statutory or home rule charter city, or town electing to defer special assessments shall adopt an ordinance or resolution establishing standards and guidelines for determining the existence of a hardship and for determining the existence of a disability, but nothing herein shall be construed to prohibit the determination of hardship on the basis of exceptional and unusual circumstances not covered by the standards and guidelines where the determination is made in a nondiscriminatory manner and does not give the applicant an unreasonable preference or advantage over other applicants.

History: 1974 c 206 s 7; 1976 c 195 s 3; 1981 c 80 s 1; 2008 c 154 art 2 s 28

RESOLUTION NO. 25-25

A RESOLUTION CERTIFYING UNPAID CHARGES

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; and

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNS VALLEY, MINNESOTA AS FOLLOWS:

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands named herein

Such certification shall be payable over a period of one year on or before the first Monday in January.

The owner of the affected property may, at any time prior to certification of unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property, with interest accrued to date of payment, to the City Administrator or Deputy Clerk, except that no interest shall be charged if the entire certified amount is paid within thirty (30) days from the adoption of the resolution. The taxpayer may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid, with interest accrued to December 31, of the year in which payment is made. Such payment must be made before November 1st, or interest will be charged through December 31 of the following year. If the owner decides not to prepay, the assessment before the date given above, the rate of interest that will apply is 5 percent per year.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes

Passed by the City Council of Browns Valley, Minnesota this 8th day of December, 2025.

Mayor / Acting Mayor

Attested:

City Clerk/Administrator/Treasurer

**CITY OF BROWNS VALLEY
RESOLUTION NO. 25-25
EXHIBIT 1**

Property Owner	Property Address	Parcel No.	Assessment Reason	Proposed Assessment
Barse, Sheila	108 E Broadway	20-0032000	Unpaid Fire Call	\$950.00
Stinson, Wm/Kloeckner, Rita	221 Church St S	20-0230000	Fire Call/Utility	\$1488.86
Kampeska, Carisa	512 Washington St S	20-0263000	Unpaid Fire Call	\$950.00
Affeldt, Jeremy	45 6 th St N	20-0170000	Fire/Utility/Mow	\$2145.73
Cloud, Colleen	502 3 rd St N	20-0320000	Utilities/Mowing	\$934.44
Zeleniak, Jason	103 Jefferson St S	20-0189000	Unpaid Utilities	\$587.80
Lufkins, Terrance	37 6 th St N	20-0168000	Utilities/Mowing	\$2124.87
Serocki, Dillan	302 Renville St S	20-0428000	Unpaid Fire Call	\$1050.00
Beacom, Angela	114 1 st Ave SE	20-0040001	Unpaid Fire Call	\$950.00
Davidson, Chris	5912 530 th St Beardsley	01-0056000	Unpaid Fire Call	\$700.00
Zueger, Shannon	326 Broadway	20-0015000	Snow Rem/Adm	\$250.00
Regenerative, LLC	123 1 st Ave SE	20-0184000	Mowing Fee	\$125.00
Simon, Chynna	330 2 nd St N	20-0359000	Mowing Fee	\$125.00
Nerison, Verle	108 Logan Ave NW	20-0316000	Mowing Fee	\$750.00
Barry, Cassondra	29 6 th St N	20-0167000	Mowing Fee	\$125.00
Fryer, Misty Blue	511 1 st Ave SW	20-0090000	Mowing Fee	\$500.00
Simon, Eliphelet Sr	310 2 nd St N	20-0357000	Mowing Fee	\$625.00
Richter, Randy Sr	201 West Broadway	20-0048000	Mowing/Snow	\$300.00
Bartz, Brenda	26 2 nd St N	20-0134000	Mowing	\$625.00
Bartz, Brenda	407 5 th St N	20-0380000	Mowing	\$375.00

(STATE OF MINNESOTA

COUNTY OF TRAVERSE)) ss. Authentication Certificate

I, the undersigned, being the duly qualified City clerk of the City of Browns Valley, certify that the attached Resolution of the City Council adopting a(n) certification for unpaid charges under the Municipal and Public Utilities Ordinance, is a true copy of the original, of which is on file at the City of Browns Valley.

Dated this 8th day of December, 2025

Jodi Hook-Hansen
City Clerk/Administrator/Treasurer
City of Browns Valley

Browns Valley Historical Society Meeting Minutes
November 3, 2025

Members present: Janet Biewer, Jodi Hook-Hansen, Matt Goodhart, Edith Foren, Shelley Roscoe, Mark Aopel, Kirk Adams, Janice Tuff and Arlene Reinart. A supper of pizza and chicken was enjoyed by all. President Janet Biewer called the meeting to order at 6:28 pm at the Legion Hall. Motion to approve the minutes from October 6, 2025 was given by Jodi, second by Mark. Motion passed. Motion to approve the agenda was given by Arlene, second by Jodi. Motion passed.

Jodi presented the Treasurer's Report and noted that the Pow Wow account is currently dormant. It was agreed that the account will remain open for potential future use. There were no bills or donations.

Old Business: The Carnegie Library Phase I restoration grant has been finalized. Phase II of the restoration project will include site work, roof replacement, windows and foundation sealant. Our next step will be to hire somebody to write a grant for this project. We talked about possible grant writers that we could get.

Fall maintenance of the buildings was discussed. Matt and Mark will look into taking out the air conditioner from Sam Browns Cabin and checking into a Snirt Stopper for the Carnegie Library door. Edith will talk to Jeff Backer about the Snirt Stopper and mouse poison.

Matt had checked the chimney on the old schoolhouse. The staples are pulling out of the cedar shakes. Matt recommended sealing around the chimney and sealing it.

New Business:

Jan showed old postcards of Browns Valley that she received in the mail from an unknown person.

We would like to take some field trips next summer. One idea was going to visit local ghost towns. Arlene will talk to Curt Alsaker.

Fundraisers were discussed. Arlene will contact Curt Piechowski about a presentation of commercial fishing.

Elections were discussed. It was decided to leave the officers as they are.

President – Jan Biewer

Vice President – Matt Goodhart

Secretary – Arlene Reinart

Treasurer – Jodi Hook-Hansen

We will not be having a meeting in December, January or February. Our next meeting will be on March 2, 2026.

Respectfully submitted,
Arlene Reinart, Secretary

City Administrator Report

Date: 12/04/25

To: Mayor and City Council

From: Jodi Hook-Hansen, City Administrator

Subject: Administrative Report

During this period, I worked on the following items:

- Processed payroll for Ambulance and City staff.
- Continued research on the Minnesota Paid Leave Program requirements.
- Closed out the Ambulance Grant with USDA for \$21,800. Mary Zahnow visited the office as part of this process.
- Prepared agenda items and drafted meeting minutes for the upcoming council meeting.
- Completed the council-requested review of fire call rates and shared the information with the Fire Chief and all council members.
- Submitted the Fire Services Contract to the Council for review.
- Met with Dave Kuschel, providing him with information on fire call rates from other cities and a copy of our contract. Dave contacted Roger Schwagel and representatives from Windsor Township regarding the contract—everything is moving forward smoothly.
- Met with representatives from Bolton & Menk Engineering regarding potential new projects for the city.
- Worked with Amber on ambulance renewal documentation and related items.
- Met again with Dave Kuschel (Fire Department) to discuss a meeting he attended on available fire department grant funding. We also discussed the Tribal Contract that has not been honored, as well as the upcoming active shooter training at the Browns Valley School. I offered to assist with providing food for approximately 50 attendees.
- Continued work on the 2026 Budget and prepared resolutions for the council meeting.

Code Enforcement

11-25-25 thru 12-8-25

1. Mailed out utility bills & worked on dog license reminder letters.
2. Hauled snow on 11-26-25 all day.
3. Mailed Rental Fee and Rental Inspection notices to Garrick Stahl, John Tchida and Karen Hovey.
4. Received HUD rental inspection report from Valley View Apartment that was done on 4-3-25. Sent report to our rental inspector Tony Frisch to review.
5. Received dog complaint on 12-2-25 and forwarded to TCSO.
6. Updated 2026 Development Review Schedule.

**RESOLUTION APPROVING THE FINAL 2026 OPERATIONAL BUDGET
FOR THE CITY OF BROWNS VALLEY, MINNESOTA**

RESOLUTION NO. 25-23

WHEREAS, Minnesota Statutes 275.065, subd 1(a) states that notwithstanding any law or charter to the contrary, on or before December 30, 2025 each taxing authority shall adopt a final budget and shall certify to the County Auditor the final property tax levy for taxes payable in the following year; and

WHEREAS, the City Council of the City of Browns Valley has prepared, EXHIBIT A, a final budget for the operations of the City for the 2026 calendar year;

WHEREAS, a resolution certifying the final levy was adopted on December 8th 2025 for said budget;

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Browns Valley, County of Traverse, State of Minnesota, that the operational budget for the General Fund and Library, is hereby adopted totaling \$ **\$1,301,521.00**. Said budget may be amended from time to time throughout the year, to conform to the needs of the City.

Adopted by the Browns Valley City Council this 8th day of December, 2025.

Michael J. Heck, Mayor or
Jan Biewer, Acting Mayor

YES

BIEWER	<input type="checkbox"/>
JOHNSON	<input type="checkbox"/>
MILLER	<input type="checkbox"/>
DOBBS	<input type="checkbox"/>
HECK	<input type="checkbox"/>

NO

BIEWER	<input type="checkbox"/>
JOHNSON	<input type="checkbox"/>
MILLER	<input type="checkbox"/>
DOBBS	<input type="checkbox"/>
HECK	<input type="checkbox"/>

STATE OF MINNESOTA

COUNTY OF TRAVERSE

I, Jodi J Hook-Hansen, duly appointed, qualified, and acting Clerk to the Council for the City of Browns Valley, County of Traverse, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution or motion with the original minutes of proceedings of the Browns Valley City Council, at their session held on the 8th day of December, 2025, now on file in my office and have found the same to be true and correct copy thereof.

Witness my hand and official seal at Browns Valley, Minnesota, the 8th day of December, 2025.

SEAL

Jodi J Hook-Hansen Clerk/Administrator/Treasurer

CITY OF BROWNS VALLEY

ADOPTED BUDGET

12/04/25 4:27 PM

Page 1

Account Descr	Dept Descr	2026 Adopted
41000 General Government (GENERAL)		
E 101-41000-100 Wages and Salaries (GENERAL)	General Governme	\$78,000.00
E 101-41000-121 PERA	General Governme	\$5,500.00
E 101-41000-122 FICA	General Governme	\$5,700.00
E 101-41000-130 Employer Paid Ins (GENERAL)	General Governme	\$16,000.00
E 101-41000-140 Unemployment Comp (GENERAL)	General Governme	\$0.00
E 101-41000-200 Office Supplies (GENERAL)	General Governme	\$1,800.00
E 101-41000-208 Training and Instruction	General Governme	\$100.00
E 101-41000-210 Operating Supplies (GENERAL)	General Governme	\$2,500.00
E 101-41000-220 Repair/Maint Supply (GENERAL)	General Governme	\$100.00
E 101-41000-224 Street Maint Materials	General Governme	\$0.00
E 101-41000-300 Professional Srvs (GENERAL)	General Governme	\$10,000.00
E 101-41000-301 Audit & Acct Services	General Governme	\$16,000.00
E 101-41000-304 Legal Fees	General Governme	\$0.00
E 101-41000-309 Software & Design	General Governme	\$10,000.00
E 101-41000-312 License	General Governme	\$125.00
E 101-41000-321 Telephone	General Governme	\$5,300.00
E 101-41000-322 Postage	General Governme	\$3,500.00
E 101-41000-331 Travel Expenses	General Governme	\$300.00
E 101-41000-333 Freight and Express	General Governme	\$0.00
E 101-41000-340 Advertising	General Governme	\$3,000.00
E 101-41000-360 Insurance (GENERAL)	General Governme	\$55,000.00
E 101-41000-381 Electric Utilities	General Governme	\$3,000.00
E 101-41000-383 Gas Utilities	General Governme	\$4,800.00
E 101-41000-401 Repairs/Maint Buildings	General Governme	\$0.00
E 101-41000-410 Rentals (GENERAL)	General Governme	\$0.00
E 101-41000-430 Miscellaneous (GENERAL)	General Governme	\$0.00
E 101-41000-432 Uncollectable Checks NSF Fees	General Governme	\$0.00
E 101-41000-433 Dues and Subscriptions	General Governme	\$1,200.00
E 101-41000-442 Property taxes	General Governme	\$3,600.00
E 101-41000-500 Capital Outlay (GENERAL)	General Governme	\$0.00
E 101-41000-510 Land	General Governme	\$0.00
E 101-41000-700 Transfers (GENERAL)	General Governme	\$0.00
E 101-41000-810 Refunds & Reimbursements	General Governme	\$0.00
41000 General Government (GENERAL)		\$225,525.00
41110 Council		
E 101-41110-100 Wages and Salaries (GENERAL)	Council	\$13,500.00
E 101-41110-122 FICA	Council	\$1,050.00
E 101-41110-130 Employer Paid Ins (GENERAL)	Council	\$0.00
E 101-41110-208 Training and Instruction	Council	\$0.00
E 101-41110-210 Operating Supplies (GENERAL)	Council	\$0.00
E 101-41110-300 Professional Srvs (GENERAL)	Council	\$0.00
E 101-41110-331 Travel Expenses	Council	\$125.00
E 101-41110-337 Meals	Council	\$0.00
E 101-41110-433 Dues and Subscriptions	Council	\$800.00
E 101-41110-490 Donations to Civic Org s	Council	\$0.00
41110 Council		\$15,475.00
41130 Ordinances and Proceedings		
E 101-41130-100 Wages and Salaries (GENERAL)	Ordinances and Pr	\$20,000.00
E 101-41130-121 PERA	Ordinances and Pr	\$1,350.00
E 101-41130-122 FICA	Ordinances and Pr	\$1,450.00
E 101-41130-200 Office Supplies (GENERAL)	Ordinances and Pr	\$0.00

Account Descr	Dept Descr	2026 Adopted
E 101-41130-304 Legal Fees	Ordinances and Pr	\$100.00
E 101-41130-331 Travel Expenses	Ordinances and Pr	\$0.00
E 101-41130-340 Advertising	Ordinances and Pr	\$0.00
41130 Ordinances and Proceedings		\$22,900.00
41240 Traffic & Ordinance Violation		
E 101-41240-300 Professional Srvs (GENERAL)	Traffic & Ordinanc	\$0.00
E 101-41240-340 Advertising	Traffic & Ordinanc	\$0.00
E 101-41240-401 Repairs/Maint Buildings	Traffic & Ordinanc	\$0.00
41240 Traffic & Ordinance Violation		\$0.00
41410 Elections		
E 101-41410-100 Wages and Salaries (GENERAL)	Elections	\$1,800.00
E 101-41410-122 FICA	Elections	\$150.00
E 101-41410-322 Postage	Elections	\$0.00
E 101-41410-331 Travel Expenses	Elections	\$275.00
E 101-41410-337 Meals	Elections	\$200.00
41410 Elections		\$2,425.00
41600 Law/Legal Services		
E 101-41600-300 Professional Srvs (GENERAL)	Law/Legal Services	\$0.00
E 101-41600-304 Legal Fees	Law/Legal Services	\$0.00
E 101-41600-810 Refunds & Reimbursements	Law/Legal Services	\$0.00
41600 Law/Legal Services		\$0.00
41610 City Attorney		
E 101-41610-304 Legal Fees	City Attorney	\$15,000.00
41610 City Attorney		\$15,000.00
41940 General Govt Carnegie Library		
E 101-41940-300 Professional Srvs (GENERAL)	General Govt Carn	\$0.00
E 101-41940-429 Misc Grant Items for Reimburse	General Govt Carn	\$0.00
41940 General Govt Carnegie Library		\$0.00
41990 Other General GVT-CARES		
E 101-41990-200 Office Supplies (GENERAL)	Other General GVT	\$0.00
E 101-41990-210 Operating Supplies (GENERAL)	Other General GVT	\$0.00
E 101-41990-403 Improvements Other Than Bldgs	Other General GVT	\$0.00
41990 Other General GVT-CARES		\$0.00
42000 Sheriff		
E 101-42000-300 Professional Srvs (GENERAL)	Sheriff	\$60,000.00
E 101-42000-304 Legal Fees	Sheriff	\$0.00
E 101-42000-321 Telephone	Sheriff	\$0.00
42000 Sheriff		\$60,000.00
42153 Ambulance Services		
E 101-42153-100 Wages and Salaries (GENERAL)	Ambulance Service	\$73,000.00
E 101-42153-110 Other Pay (GENERAL)	Ambulance Service	\$0.00
E 101-42153-122 FICA	Ambulance Service	\$5,600.00
E 101-42153-200 Office Supplies (GENERAL)	Ambulance Service	\$100.00
E 101-42153-208 Training and Instruction	Ambulance Service	\$1,000.00
E 101-42153-210 Operating Supplies (GENERAL)	Ambulance Service	\$5,000.00
E 101-42153-212 Motor Fuels	Ambulance Service	\$1,700.00
E 101-42153-220 Repair/Maint Supply (GENERAL)	Ambulance Service	\$1,500.00
E 101-42153-222 Tires	Ambulance Service	\$0.00
E 101-42153-300 Professional Srvs (GENERAL)	Ambulance Service	\$3,000.00
E 101-42153-304 Legal Fees	Ambulance Service	\$0.00
E 101-42153-321 Telephone	Ambulance Service	\$1,200.00

Account Descr	Dept Descr	2026 Adopted
E 101-42153-322 Postage	Ambulance Service	\$0.00
E 101-42153-331 Travel Expenses	Ambulance Service	\$0.00
E 101-42153-333 Freight and Express	Ambulance Service	\$0.00
E 101-42153-340 Advertising	Ambulance Service	\$0.00
E 101-42153-381 Electric Utilities	Ambulance Service	\$300.00
E 101-42153-383 Gas Utilities	Ambulance Service	\$1,800.00
E 101-42153-410 Rentals (GENERAL)	Ambulance Service	\$0.00
E 101-42153-429 Misc Grant Items for Reimburse	Ambulance Service	\$0.00
E 101-42153-438 Regulated permits/fees	Ambulance Service	\$180.00
E 101-42153-500 Capital Outlay (GENERAL)	Ambulance Service	\$0.00
E 101-42153-550 Motor Vehicles	Ambulance Service	\$0.00
E 101-42153-700 Transfers (GENERAL)	Ambulance Service	\$0.00
E 101-42153-720 Operating Transfers	Ambulance Service	\$0.00
E 101-42153-810 Refunds & Reimbursements	Ambulance Service	\$0.00
42153 Ambulance Services		\$94,380.00
42260 Fire Department		
E 101-42260-100 Wages and Salaries (GENERAL)	Fire Department	\$5,800.00
E 101-42260-122 FICA	Fire Department	\$450.00
E 101-42260-124 Fire Pension Contributions	Fire Department	\$20,000.00
E 101-42260-160 Liability Insurance Employees	Fire Department	\$0.00
E 101-42260-208 Training and Instruction	Fire Department	\$1,800.00
E 101-42260-210 Operating Supplies (GENERAL)	Fire Department	\$2,500.00
E 101-42260-212 Motor Fuels	Fire Department	\$1,800.00
E 101-42260-220 Repair/Maint Supply (GENERAL)	Fire Department	\$1,000.00
E 101-42260-222 Tires	Fire Department	\$0.00
E 101-42260-240 Small Tools and Minor Equip	Fire Department	\$3,000.00
E 101-42260-300 Professional Svcs (GENERAL)	Fire Department	\$3,500.00
E 101-42260-312 License	Fire Department	\$60.00
E 101-42260-321 Telephone	Fire Department	\$0.00
E 101-42260-331 Travel Expenses	Fire Department	\$0.00
E 101-42260-333 Freight and Express	Fire Department	\$0.00
E 101-42260-364 Dram Shop	Fire Department	\$600.00
E 101-42260-381 Electric Utilities	Fire Department	\$1,500.00
E 101-42260-383 Gas Utilities	Fire Department	\$1,700.00
E 101-42260-400 Repairs & Maint Cont (GENERAL)	Fire Department	\$0.00
E 101-42260-410 Rentals (GENERAL)	Fire Department	\$0.00
E 101-42260-429 Misc Grant Items for Reimburse	Fire Department	\$0.00
E 101-42260-500 Capital Outlay (GENERAL)	Fire Department	\$0.00
E 101-42260-550 Motor Vehicles	Fire Department	\$0.00
E 101-42260-580 New Equipment	Fire Department	\$0.00
E 101-42260-700 Transfers (GENERAL)	Fire Department	\$0.00
E 101-42260-810 Refunds & Reimbursements	Fire Department	\$0.00
42260 Fire Department		\$43,710.00
42400 Building Inspection (GENERAL)		
E 101-42400-300 Professional Svcs (GENERAL)	Building Inspection	\$4,800.00
E 101-42400-331 Travel Expenses	Building Inspection	\$0.00
42400 Building Inspection (GENERAL)		\$4,800.00
42700 Animal Control		
E 101-42700-100 Wages and Salaries (GENERAL)	Animal Control	\$3,050.00
E 101-42700-121 PERA	Animal Control	\$200.00
E 101-42700-122 FICA	Animal Control	\$200.00
E 101-42700-130 Employer Paid Ins (GENERAL)	Animal Control	\$0.00
E 101-42700-210 Operating Supplies (GENERAL)	Animal Control	\$50.00
E 101-42700-240 Small Tools and Minor Equip	Animal Control	\$0.00

Account Descr	Dept Descr	2026 Adopted
E 101-42700-300 Professional Srvs (GENERAL)	Animal Control	\$0.00
E 101-42700-340 Advertising	Animal Control	\$0.00
42700 Animal Control		\$3,500.00
42850 Flood Control		
E 101-42850-220 Repair/Maint Supply (GENERAL)	Flood Control	\$0.00
42850 Flood Control		\$0.00
42870 Other Public Safety-CARES		
E 101-42870-210 Operating Supplies (GENERAL)	Other Public Safet	\$0.00
E 101-42870-211 Operating supplies (CARES)	Other Public Safet	\$0.00
42870 Other Public Safety-CARES		\$0.00
43000 Public Works (GENERAL)		
E 101-43000-100 Wages and Salaries (GENERAL)	Public Works (GEN	\$57,000.00
E 101-43000-121 PERA	Public Works (GEN	\$3,850.00
E 101-43000-122 FICA	Public Works (GEN	\$4,000.00
E 101-43000-130 Employer Paid Ins (GENERAL)	Public Works (GEN	\$10,739.00
E 101-43000-210 Operating Supplies (GENERAL)	Public Works (GEN	\$4,000.00
E 101-43000-212 Motor Fuels	Public Works (GEN	\$5,500.00
E 101-43000-216 Chemicals and Chem Products	Public Works (GEN	\$1,200.00
E 101-43000-220 Repair/Maint Supply (GENERAL)	Public Works (GEN	\$10,000.00
E 101-43000-222 Tires	Public Works (GEN	\$0.00
E 101-43000-223 Building Repair Supplies	Public Works (GEN	\$0.00
E 101-43000-224 Street Maint Materials	Public Works (GEN	\$0.00
E 101-43000-240 Small Tools and Minor Equip	Public Works (GEN	\$1,000.00
E 101-43000-300 Professional Srvs (GENERAL)	Public Works (GEN	\$0.00
E 101-43000-306 Testing	Public Works (GEN	\$200.00
E 101-43000-312 License	Public Works (GEN	\$300.00
E 101-43000-321 Telephone	Public Works (GEN	\$1,000.00
E 101-43000-331 Travel Expenses	Public Works (GEN	\$0.00
E 101-43000-333 Freight and Express	Public Works (GEN	\$50.00
E 101-43000-381 Electric Utilities	Public Works (GEN	\$1,000.00
E 101-43000-383 Gas Utilities	Public Works (GEN	\$1,200.00
E 101-43000-400 Repairs & Maint Cont (GENERAL)	Public Works (GEN	\$0.00
E 101-43000-406 Laundry	Public Works (GEN	\$0.00
E 101-43000-410 Rentals (GENERAL)	Public Works (GEN	\$0.00
E 101-43000-433 Dues and Subscriptions	Public Works (GEN	\$0.00
E 101-43000-500 Capital Outlay (GENERAL)	Public Works (GEN	\$0.00
E 101-43000-540 Heavy Machinery	Public Works (GEN	\$0.00
E 101-43000-550 Motor Vehicles	Public Works (GEN	\$0.00
E 101-43000-600 Debt Srv Principal (GENERAL)	Public Works (GEN	\$18,060.00
E 101-43000-610 Interest	Public Works (GEN	\$19,243.00
43000 Public Works (GENERAL)		\$138,342.00
43100 Hwys, Streets, & Roads		
E 101-43100-224 Street Maint Materials	Hwys, Streets, & R	\$0.00
E 101-43100-300 Professional Srvs (GENERAL)	Hwys, Streets, & R	\$0.00
E 101-43100-500 Capital Outlay (GENERAL)	Hwys, Streets, & R	\$60,000.00
43100 Hwys, Streets, & Roads		\$60,000.00
43121 Paved Streets		
E 101-43121-220 Repair/Maint Supply (GENERAL)	Paved Streets	\$0.00
43121 Paved Streets		\$0.00
43124 Sidewalks and Crosswalk		
E 101-43124-220 Repair/Maint Supply (GENERAL)	Sidewalks and Cro	\$0.00
43124 Sidewalks and Crosswalk		\$0.00

Account Descr	Dept Descr	2026 Adopted
43160 Street Lighting		
E 101-43160-220 Repair/Maint Supply (GENERAL)	Street Lighting	\$0.00
E 101-43160-381 Electric Utilities	Street Lighting	\$15,000.00
E 101-43160-400 Repairs & Maint Cont (GENERAL)	Street Lighting	\$0.00
E 101-43160-500 Capital Outlay (GENERAL)	Street Lighting	\$0.00
43160 Street Lighting		\$15,000.00
43200 Sanitation (GENERAL)		
E 101-43200-500 Capital Outlay (GENERAL)	Sanitation (GENER	\$0.00
43200 Sanitation (GENERAL)		\$0.00
43220 Street Cleaning		
E 101-43220-220 Repair/Maint Supply (GENERAL)	Street Cleaning	\$0.00
E 101-43220-300 Professional Svcs (GENERAL)	Street Cleaning	\$0.00
E 101-43220-540 Heavy Machinery	Street Cleaning	\$0.00
43220 Street Cleaning		\$0.00
45000 Culture and Rec (GENERAL)		
E 101-45000-100 Wages and Salaries (GENERAL)	Culture and Rec (G	\$8,500.00
E 101-45000-121 PERA	Culture and Rec (G	\$600.00
E 101-45000-122 FICA	Culture and Rec (G	\$600.00
E 101-45000-130 Employer Paid Ins (GENERAL)	Culture and Rec (G	\$1,450.00
E 101-45000-210 Operating Supplies (GENERAL)	Culture and Rec (G	\$1,000.00
E 101-45000-212 Motor Fuels	Culture and Rec (G	\$500.00
E 101-45000-216 Chemicals and Chem Products	Culture and Rec (G	\$1,600.00
E 101-45000-220 Repair/Maint Supply (GENERAL)	Culture and Rec (G	\$3,000.00
E 101-45000-222 Tires	Culture and Rec (G	\$0.00
E 101-45000-224 Street Maint Materials	Culture and Rec (G	\$0.00
E 101-45000-300 Professional Svcs (GENERAL)	Culture and Rec (G	\$120.00
E 101-45000-306 Testing	Culture and Rec (G	\$50.00
E 101-45000-312 License	Culture and Rec (G	\$320.00
E 101-45000-321 Telephone	Culture and Rec (G	\$0.00
E 101-45000-333 Freight and Express	Culture and Rec (G	\$0.00
E 101-45000-340 Advertising	Culture and Rec (G	\$0.00
E 101-45000-381 Electric Utilities	Culture and Rec (G	\$2,220.00
E 101-45000-383 Gas Utilities	Culture and Rec (G	\$0.00
E 101-45000-406 Laundry	Culture and Rec (G	\$0.00
E 101-45000-410 Rentals (GENERAL)	Culture and Rec (G	\$0.00
E 101-45000-500 Capital Outlay (GENERAL)	Culture and Rec (G	\$0.00
E 101-45000-540 Heavy Machinery	Culture and Rec (G	\$0.00
E 101-45000-700 Transfers (GENERAL)	Culture and Rec (G	\$0.00
45000 Culture and Rec (GENERAL)		\$19,960.00
45520 Libraries-CARES		
E 101-45520-210 Operating Supplies (GENERAL)	Libraries-CARES	\$0.00
E 101-45520-211 Operating supplies (CARES)	Libraries-CARES	\$0.00
45520 Libraries-CARES		\$0.00
46300 Redevelopment (GENERAL)		
E 101-46300-429 Misc Grant Items for Reimburse	Redevelopment (\$0.00
46300 Redevelopment (GENERAL)		\$0.00
46500 Economic Develop mt (GENERAL)		
E 101-46500-200 Office Supplies (GENERAL)	Economic Develop	\$0.00
E 101-46500-210 Operating Supplies (GENERAL)	Economic Develop	\$0.00
E 101-46500-300 Professional Svcs (GENERAL)	Economic Develop	\$0.00
E 101-46500-307 TIF District Fund	Economic Develop	\$0.00
E 101-46500-429 Misc Grant Items for Reimburse	Economic Develop	\$0.00

Account Descr	Dept Descr	2026 Adopted
E 101-46500-433 Dues and Subscriptions	Economic Develop	\$0.00
E 101-46500-500 Capital Outlay (GENERAL)	Economic Develop	\$0.00
E 101-46500-510 Land	Economic Develop	\$0.00
46500 Economic Develop mt (GENERAL)		\$0.00
49295 CARES Expense (for Enterprise)		
E 101-49295-210 Operating Supplies (GENERAL)	CARES Expense (f	\$0.00
E 101-49295-211 Operating supplies (CARES)	CARES Expense (f	\$0.00
49295 CARES Expense (for Enterprise)		\$0.00
49400 Water Utilities (GENERAL)		
E 101-49400-700 Transfers (GENERAL)	Water Utilities (GE	\$0.00
49400 Water Utilities (GENERAL)		\$0.00
41000 General Government (GENERAL)		
E 202-41000-700 Transfers (GENERAL)	General Governme	\$0.00
41000 General Government (GENERAL)		\$0.00
45500 Libraries (GENERAL)		
E 211-45500-100 Wages and Salaries (GENERAL)	Libraries (GENERA	\$62,000.00
E 211-45500-111 Other	Libraries (GENERA	\$0.00
E 211-45500-121 PERA	Libraries (GENERA	\$4,200.00
E 211-45500-122 FICA	Libraries (GENERA	\$4,500.00
E 211-45500-130 Employer Paid Ins (GENERAL)	Libraries (GENERA	\$0.00
E 211-45500-200 Office Supplies (GENERAL)	Libraries (GENERA	\$30.00
E 211-45500-210 Operating Supplies (GENERAL)	Libraries (GENERA	\$2,100.00
E 211-45500-220 Repair/Maint Supply (GENERAL)	Libraries (GENERA	\$0.00
E 211-45500-250 Merchandise Resale (GENERAL)	Libraries (GENERA	\$0.00
E 211-45500-259 Food	Libraries (GENERA	\$0.00
E 211-45500-300 Professional Srvs (GENERAL)	Libraries (GENERA	\$500.00
E 211-45500-321 Telephone	Libraries (GENERA	\$600.00
E 211-45500-322 Postage	Libraries (GENERA	\$60.00
E 211-45500-331 Travel Expenses	Libraries (GENERA	\$500.00
E 211-45500-333 Freight and Express	Libraries (GENERA	\$50.00
E 211-45500-340 Advertising	Libraries (GENERA	\$0.00
E 211-45500-350 Print/Binding (GENERAL)	Libraries (GENERA	\$0.00
E 211-45500-381 Electric Utilities	Libraries (GENERA	\$3,000.00
E 211-45500-383 Gas Utilities	Libraries (GENERA	\$50.00
E 211-45500-400 Repairs & Maint Cont (GENERAL)	Libraries (GENERA	\$0.00
E 211-45500-410 Rentals (GENERAL)	Libraries (GENERA	\$60.00
E 211-45500-429 Misc Grant Items for Reimburse	Libraries (GENERA	\$0.00
E 211-45500-433 Dues and Subscriptions	Libraries (GENERA	\$625.00
E 211-45500-435 Books and Pamphlets	Libraries (GENERA	\$5,025.00
E 211-45500-437 Tapes/CD s/Movies	Libraries (GENERA	\$500.00
E 211-45500-500 Capital Outlay (GENERAL)	Libraries (GENERA	\$0.00
E 211-45500-700 Transfers (GENERAL)	Libraries (GENERA	\$0.00
E 211-45500-720 Operating Transfers	Libraries (GENERA	\$0.00
E 211-45500-810 Refunds & Reimbursements	Libraries (GENERA	\$0.00
45500 Libraries (GENERAL)		\$83,800.00
45510 Reading program (Library)		
E 211-45510-200 Office Supplies (GENERAL)	Reading program (\$100.00
E 211-45510-210 Operating Supplies (GENERAL)	Reading program (\$100.00
E 211-45510-300 Professional Srvs (GENERAL)	Reading program (\$0.00
45510 Reading program (Library)		\$200.00
41500 Financial Administration		
E 302-41500-600 Debt Srv Principal (GENERAL)	Financial Administr	\$0.00

Account Descr	Dept Descr	2026 Adopted
E 302-41500-610 Interest	Financial Administr	\$0.00
E 302-41500-700 Transfers (GENERAL)	Financial Administr	\$0.00
41500 Financial Administration		\$0.00
41000 General Government (GENERAL)		
E 400-41000-700 Transfers (GENERAL)	General Governme	\$0.00
41000 General Government (GENERAL)		\$0.00
42260 Fire Department		
E 400-42260-700 Transfers (GENERAL)	Fire Department	\$0.00
42260 Fire Department		\$0.00
49450 Sewer (GENERAL)		
E 402-49450-700 Transfers (GENERAL)	Sewer (GENERAL)	\$0.00
49450 Sewer (GENERAL)		\$0.00
41000 General Government (GENERAL)		
E 408-41000-300 Professional Svcs (GENERAL)	General Governme	\$0.00
E 408-41000-700 Transfers (GENERAL)	General Governme	\$0.00
41000 General Government (GENERAL)		\$0.00
41000 General Government (GENERAL)		
E 409-41000-700 Transfers (GENERAL)	General Governme	\$0.00
41000 General Government (GENERAL)		\$0.00
43251 Sanitary Sewer Construction		
E 409-43251-300 Professional Svcs (GENERAL)	Sanitary Sewer Co	\$0.00
43251 Sanitary Sewer Construction		\$0.00
42153 Ambulance Services		
E 410-42153-210 Operating Supplies (GENERAL)	Ambulance Service	\$12,000.00
E 410-42153-250 Merchandise Resale (GENERAL)	Ambulance Service	\$0.00
E 410-42153-300 Professional Svcs (GENERAL)	Ambulance Service	\$10,500.00
E 410-42153-430 Miscellaneous (GENERAL)	Ambulance Service	\$0.00
E 410-42153-500 Capital Outlay (GENERAL)	Ambulance Service	\$0.00
E 410-42153-550 Motor Vehicles	Ambulance Service	\$0.00
E 410-42153-700 Transfers (GENERAL)	Ambulance Service	\$0.00
E 410-42153-720 Operating Transfers	Ambulance Service	\$0.00
42153 Ambulance Services		\$22,500.00
49450 Sewer (GENERAL)		
E 411-49450-500 Capital Outlay (GENERAL)	Sewer (GENERAL)	\$9,000.00
49450 Sewer (GENERAL)		\$9,000.00
42260 Fire Department		
E 413-42260-550 Motor Vehicles	Fire Department	\$10,000.00
E 413-42260-700 Transfers (GENERAL)	Fire Department	\$0.00
42260 Fire Department		\$10,000.00
43000 Public Works (GENERAL)		
E 414-43000-300 Professional Svcs (GENERAL)	Public Works (GEN	\$0.00
E 414-43000-302 Architect Fees	Public Works (GEN	\$0.00
E 414-43000-303 Engineering Fees	Public Works (GEN	\$0.00
E 414-43000-304 Legal Fees	Public Works (GEN	\$0.00
E 414-43000-601 Debt Srv Bond Principal	Public Works (GEN	\$21,500.00
E 414-43000-610 Interest	Public Works (GEN	\$21,500.00
E 414-43000-611 Bond Interest	Public Works (GEN	\$0.00
E 414-43000-810 Refunds & Reimbursements	Public Works (GEN	\$0.00
43000 Public Works (GENERAL)		\$43,000.00
43000 Public Works (GENERAL)		

Account Descr	Dept Descr	2026 Adopted
E 601-43000-300 Professional Svcs (GENERAL)	Public Works (GEN	\$0.00
E 601-43000-500 Capital Outlay (GENERAL)	Public Works (GEN	\$0.00
43000 Public Works (GENERAL)		\$0.00
49400 Water Utilities (GENERAL)		
E 601-49400-100 Wages and Salaries (GENERAL)	Water Utilities (GE	\$27,500.00
E 601-49400-121 PERA	Water Utilities (GE	\$1,900.00
E 601-49400-122 FICA	Water Utilities (GE	\$2,000.00
E 601-49400-130 Employer Paid Ins (GENERAL)	Water Utilities (GE	\$2,160.00
E 601-49400-208 Training and Instruction	Water Utilities (GE	\$120.00
E 601-49400-210 Operating Supplies (GENERAL)	Water Utilities (GE	\$5,500.00
E 601-49400-212 Motor Fuels	Water Utilities (GE	\$2,000.00
E 601-49400-216 Chemicals and Chem Products	Water Utilities (GE	\$4,500.00
E 601-49400-220 Repair/Maint Supply (GENERAL)	Water Utilities (GE	\$50,000.00
E 601-49400-222 Tires	Water Utilities (GE	\$0.00
E 601-49400-224 Street Maint Materials	Water Utilities (GE	\$15,000.00
E 601-49400-240 Small Tools and Minor Equip	Water Utilities (GE	\$0.00
E 601-49400-300 Professional Svcs (GENERAL)	Water Utilities (GE	\$1,600.00
E 601-49400-306 Testing	Water Utilities (GE	\$2,000.00
E 601-49400-309 Software & Design	Water Utilities (GE	\$1,500.00
E 601-49400-312 License	Water Utilities (GE	\$0.00
E 601-49400-321 Telephone	Water Utilities (GE	\$0.00
E 601-49400-333 Freight and Express	Water Utilities (GE	\$220.00
E 601-49400-381 Electric Utilities	Water Utilities (GE	\$5,700.00
E 601-49400-383 Gas Utilities	Water Utilities (GE	\$250.00
E 601-49400-429 Misc Grant Items for Reimburse	Water Utilities (GE	\$0.00
E 601-49400-433 Dues and Subscriptions	Water Utilities (GE	\$1,500.00
E 601-49400-438 Regulated permits/fees	Water Utilities (GE	\$2,400.00
E 601-49400-441 Sales tax	Water Utilities (GE	\$730.00
E 601-49400-500 Capital Outlay (GENERAL)	Water Utilities (GE	\$0.00
E 601-49400-540 Heavy Machinery	Water Utilities (GE	\$0.00
E 601-49400-550 Motor Vehicles	Water Utilities (GE	\$0.00
E 601-49400-700 Transfers (GENERAL)	Water Utilities (GE	\$0.00
49400 Water Utilities (GENERAL)		\$126,580.00
41500 Financial Administration		
E 602-41500-600 Debt Srv Principal (GENERAL)	Financial Administr	\$43,000.00
E 602-41500-610 Interest	Financial Administr	\$37,000.00
41500 Financial Administration		\$80,000.00
43255 Sewer Lift Stations		
E 602-43255-300 Professional Svcs (GENERAL)	Sewer Lift Stations	\$0.00
43255 Sewer Lift Stations		\$0.00
49450 Sewer (GENERAL)		
E 602-49450-100 Wages and Salaries (GENERAL)	Sewer (GENERAL)	\$22,000.00
E 602-49450-121 PERA	Sewer (GENERAL)	\$1,650.00
E 602-49450-122 FICA	Sewer (GENERAL)	\$1,650.00
E 602-49450-130 Employer Paid Ins (GENERAL)	Sewer (GENERAL)	\$722.00
E 602-49450-200 Office Supplies (GENERAL)	Sewer (GENERAL)	\$0.00
E 602-49450-208 Training and Instruction	Sewer (GENERAL)	\$150.00
E 602-49450-210 Operating Supplies (GENERAL)	Sewer (GENERAL)	\$2,000.00
E 602-49450-212 Motor Fuels	Sewer (GENERAL)	\$3,000.00
E 602-49450-215 Shop Supplies	Sewer (GENERAL)	\$0.00
E 602-49450-216 Chemicals and Chem Products	Sewer (GENERAL)	\$5,600.00
E 602-49450-220 Repair/Maint Supply (GENERAL)	Sewer (GENERAL)	\$49,000.00
E 602-49450-222 Tires	Sewer (GENERAL)	\$0.00

Account Descr	Dept Descr	2026 Adopted
E 602-49450-224 Street Maint Materials	Sewer (GENERAL)	\$0.00
E 602-49450-240 Small Tools and Minor Equip	Sewer (GENERAL)	\$0.00
E 602-49450-300 Professional Svcs (GENERAL)	Sewer (GENERAL)	\$15,000.00
E 602-49450-306 Testing	Sewer (GENERAL)	\$2,900.00
E 602-49450-309 Software & Design	Sewer (GENERAL)	\$0.00
E 602-49450-312 License	Sewer (GENERAL)	\$30.00
E 602-49450-321 Telephone	Sewer (GENERAL)	\$2,200.00
E 602-49450-322 Postage	Sewer (GENERAL)	\$0.00
E 602-49450-331 Travel Expenses	Sewer (GENERAL)	\$0.00
E 602-49450-333 Freight and Express	Sewer (GENERAL)	\$50.00
E 602-49450-340 Advertising	Sewer (GENERAL)	\$0.00
E 602-49450-360 Insurance (GENERAL)	Sewer (GENERAL)	\$0.00
E 602-49450-381 Electric Utilities	Sewer (GENERAL)	\$14,000.00
E 602-49450-383 Gas Utilities	Sewer (GENERAL)	\$250.00
E 602-49450-400 Repairs & Maint Cont (GENERAL)	Sewer (GENERAL)	\$0.00
E 602-49450-405 Depreciation (GENERAL)	Sewer (GENERAL)	\$0.00
E 602-49450-410 Rentals (GENERAL)	Sewer (GENERAL)	\$0.00
E 602-49450-433 Dues and Subscriptions	Sewer (GENERAL)	\$320.00
E 602-49450-438 Regulated permits/fees	Sewer (GENERAL)	\$1,500.00
E 602-49450-442 Property taxes	Sewer (GENERAL)	\$12,000.00
E 602-49450-500 Capital Outlay (GENERAL)	Sewer (GENERAL)	\$0.00
E 602-49450-540 Heavy Machinery	Sewer (GENERAL)	\$0.00
E 602-49450-700 Transfers (GENERAL)	Sewer (GENERAL)	\$0.00
E 602-49450-810 Refunds & Reimbursements	Sewer (GENERAL)	\$0.00
49450 Sewer (GENERAL)		\$134,022.00
49490 Federal USDA Program		
E 602-49490-405 Depreciation (GENERAL)	Federal USDA Prog	\$0.00
E 602-49490-650 Depreciation Expense	Federal USDA Prog	\$0.00
49490 Federal USDA Program		\$0.00
49500 Refuse/Garbage (GENERAL)		
E 603-49500-100 Wages and Salaries (GENERAL)	Refuse/Garbage (\$6,640.00
E 603-49500-121 PERA	Refuse/Garbage (\$420.00
E 603-49500-122 FICA	Refuse/Garbage (\$520.00
E 603-49500-130 Employer Paid Ins (GENERAL)	Refuse/Garbage (\$722.00
E 603-49500-212 Motor Fuels	Refuse/Garbage (\$100.00
E 603-49500-220 Repair/Maint Supply (GENERAL)	Refuse/Garbage (\$1,000.00
E 603-49500-222 Tires	Refuse/Garbage (\$0.00
E 603-49500-240 Small Tools and Minor Equip	Refuse/Garbage (\$0.00
E 603-49500-300 Professional Svcs (GENERAL)	Refuse/Garbage (\$50,400.00
E 603-49500-340 Advertising	Refuse/Garbage (\$0.00
E 603-49500-384 Refuse/Garbage Disposal	Refuse/Garbage (\$3,000.00
E 603-49500-441 Sales tax	Refuse/Garbage (\$8,600.00
E 603-49500-540 Heavy Machinery	Refuse/Garbage (\$0.00
E 603-49500-700 Transfers (GENERAL)	Refuse/Garbage (\$0.00
49500 Refuse/Garbage (GENERAL)		\$71,402.00
		\$1,301,521.00

CITY OF BROWNS VALLEY, MINNESOTA
Resolution No. 25-24

**RESOLUTION RATIFYING THE ADOPTION OF THE
FISCAL YEAR 2026 FINAL BUDGET**

WHEREAS, the Browns Valley City Council established a preliminary certification of the City of Browns Valley's levy at its September 22nd, 2025, meeting; and

WHEREAS, the Browns Valley City Council will not be holding public hearings for the 2025 preliminary budget, as it is not required by law; and

WHEREAS, the Browns Valley City Council wishes to establish its preliminary 2026 budget, which must be certified to the Traverse County Auditor/Treasurer on or before September 30, 2025.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Browns Valley, Traverse County, Minnesota, to establish a final budget and levy in the following sums of monies for the current year, collectible in 2026, upon taxable property in said City for the following purposes:

General	\$356,000.00
Library	<u>\$80,000.00</u>
TOTAL	\$436,000.00

BE IT FURTHER RESOLVED that designation of 6:00 PM hearing time for the December 8th, 2025 TNT Public hearing to consider the proposed budget and levy for 2026. December 29th, 2025 as the continuation if necessary for final budget and levy establishment.

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the county auditor of Traverse County, Minnesota.

Adopted by the Browns Valley City Council on 8th day of December, 2025.

Mayor / Acting Mayor

ATTEST:

Jodi Hook-Hansen, Administrator

Motion:
Second:
Passed:

CITY OF BROWNS VALLEY, MN
Annual Budget for the Year Ending December 31, 2026
BUDGET SUMMARY

Fund No.	Fund Name	2026 Budget Revenues	2026 Levy Requested	2026 Expense Budget
100	GENERAL FUND	\$801,781.00	\$356,000.00	\$721,017.00
211	LIBRARY	\$80,025.00	\$80,000.00	\$84,000.00
410	Ambulance Capital-Fund Raised Money	\$1,000.00		\$22,500.00
411	Waste Water Reserve			\$9,000.00
413	Capital Projects			\$10,000.00
	BVB Water Project			
414	Interest			\$43,000.00
601	WATER FUND	\$129,000.00	\$0.00	\$126,580.00
602	SEWER FUND	\$212,207.00	\$0.00	\$214,022.00
603	GARBAGE FUND	\$79,000.00	\$0.00	\$71,402.00
		\$1,303,013.00	\$0.00	\$1,301,521.00
			\$436,000.00	

2026 Development Review Schedule

At least 10 days prior to City Council Meeting	Wednesday Prior to Council Packet Distribution	Friday Before the Council Meeting	2 nd & 4 th Monday of each month
Public Hearing & Legal Notice in Newspaper	Council Materials Due	Council Packet Distribution	City Council Meeting
1/2/26	1/7/26	1/9/26	1-12-26@ 5:30 pm
1/16/26	1/21/26	1/23/26	1-26-26 @ 5:30 pm
1/30/26	2/4/26	2/6/26	2-9-26 @ 5:30 pm
2/13/26	2/18/26	2/20/26	2-23-26 @ 5:30 pm
2/27/26	3/4/26	3/6/26	3-9-26 @ 5:30 pm
3/13/26	3/18/26	3/20/26	3-23-26 @ 5:30 pm
4/3/26	4/8/26	4/9/26	4-13-26 @ 5:30 pm
4/17/26	4/22/26	4/23/26	4-27-26 @ 5:30 pm
5/1/26	5/6/26	5/8/26	5-11-26 @ 5:30 pm
5/15/26	5/20/26	5/22/26	*5-26-26 @ 5:30 pm
5/29/26	6/3/26	6/5/26	6-8-26 @ 5:30 pm
6/12/26	6/17/26	6/19/26	6-22-26 @ 5:30 pm
7/2/26	7/8/26	7/10/26	7-13-26@ 5:30 pm
7/17/26	7/22/26	7/24/26	7-27-26 @ 5:30 pm
7/31/26	8/5/26	8/6/26	8-10-26 @ 5:30 pm
8/14/26	8/19/26	8/20/26	8-24-26 @ 5:30 pm
9/4/26	9/9/26	9/11/26	9-14-26 @ 5:30 pm
9/18/26	9/23/26	9/25/26	9-28-26 @ 5:30 pm
10/2/26	10/7/26	10/9/26	*10-12-26 @ 5:30 pm
10/16/26	10/21/26	10/23/26	10-26-26 @ 5:30 pm
10/30/26	11/4/26	11/6/26	11-9-26 @ 5:30 pm
11/13/26	11/18/26	11/20/26	11-23-26 @ 5:30 pm
11/27/26	12/2/26	12/3/26	*12-7-26 @ 5:30 pm
12/18/26	12/23/26	12/12/26	*12-24-26 @ 5:30 pm

*Indicates Special Date or early deadline

NOTE: Meeting dates are subject to change. Check with City Clerk/City Hall staff for the latest information on meeting dates/times. Newspaper editions are published on Fridays; deadline to publish is noon on the Wednesday prior.