

City of Brownsville  
Minutes of July 5, 2023 Regular Monthly Council Meeting

The regular monthly meeting of the Brownsville City Council was called to order at 7:00 pm by Mayor Jean Meyer. Council members present were Pam Walhovd, Tim Klug and Jacob Danielson. Barb Hurley was absent. Also attending were City Treasurer, Jenna Knight and City Clerk Steve Schuldts and City Maintenance, Dean Twite. Guests in attendance were Brandon Frank, Frank Dvorak, Joanne Kletzke, Kathy Phillips, Nicole Ranzenberger, Shawn Virock and Kaitlin Longhauser, representing Fillmore County Journal.

ROLL CALL of council was taken with a quorum being present.

MINUTES of the June 7, 2023 regular council meeting were reviewed. Jacob Danielson moved, second by Pam Walhovd with the understanding that ballpark improvement discussions are deferred for a later meeting and not necessarily the current meeting. Under discussion, Tim Klug stated that when motions are made, the motion needs to be iterated in the minutes. The motion passed to approve the minutes unanimously.

APPROVAL OF THE AGENDA: Jacob Danielson moved, second by Tim Klug and the motion passed to approve the agenda.

FLOOR CORRESPONDENCE: Frank Dvorak requested if minutes were available for him to research. He was informed that minutes are on-line and available at the clerk's office.

OLD BUSINESS: Jean Meyer opened discussion regarding a proposed new building permit application. She suggested that waterfront improvements or repair be added to "User Class" to address boat houses which are included in the ordinance. She also suggested that the improvement classification refer to the specific ordinance number for clarification. Council questioned permitting boat houses within the city limits. Ordinance 151.01 requires permit approval for any new structures or repairs upon or along the waterfront. Council members questioned the city's right to regulate boat houses. Council members felt that the ordinance was confusing regarding boathouses and required more clarification. Council members questioned issuing permits for excavating or removing 10 cubic yards of soil. Tim Klug moved to approve the building permit application with inclusion of waterfront improvements as a class and to include the ordinance number for clarification. The motion was seconded by Jacob Danielson and passed 3 to 1 with Pam Walhovd voting against.

Council reviewed fire protection equipment estimates for Bluffview Manor, submitted by Fire Protection Specialists (FPS) (\$3,551.55), Graf Electric, Inc. (\$3,450.00) and Pete's Electrical Services, LLC (\$2,178.02). Following review and discussion of the estimates, Jacob Danielson moved to accept the bid submitted by Pete's Electrical Services. The motion was seconded by Pam Walhovd and passed unanimously.

Council reviewed estimates submitted by Schroeder Heating & Cooling (\$14,203.68) and Winona Controls (\$17,225.00) to replace 12 air conditioning units at Bluffview Manor. It was noted that Winona Controls quote is for 11 units rather than 12 and Schroeder Heating & Cooling quote did not include installation of 12 new wall sleeves. Council agreed by consensus that the quotes need clarification. Pam Walhovd expressed that Winona Controls should be approved due to their diligence in previous repairs at the Manor. Pam Walhovd moved to accept the quote from Winona Controls of \$17,225.00 for 12 air conditioners. The motion failed to receive a second. Tim Klug moved to accept the quote from Schroeder Heating & Cooling for \$14,203.68, seconded by Jacob Danielson and the motion carried with Pam Walhovd voting against the motion.

Council agreed to defer discussion of ballpark improvements for a later meeting.

Council reviewed a contract with Morgan's Caledonia Cleaning for twice monthly cleaning services at the Community Center for \$60.00 per cleaning. Jacob Danielson moved to accept the contract as written with the expectation that other cleaning service providers will be explored and 5 days written termination notice will be used to sever the contract when needed. The motion was seconded by Tim Klug and carried with Pam Walhovd voting against.

Council reviewed a contract for animal control with Amanda Bennet (dba) Frodo's Legacy Animal Rescue. Jacob Danielson moved to accept the contract with inclusion of quarterly reports of service and retro-active to January 1, 2023, second by Pam Walhovd and carried with Tim Klug voting against.

NEW BUSINESS: Council had no new business to discuss.

MAINTENANCE DEPARTMENT: Council reviewed a written maintenance report submitted by Dean Twite. See Exhibit A: July Maintenance Report attached hereto and is a part of these minutes.

FIRE DEPARTMENT: Brandon Frank informed council of an upcoming bill for an oil change and starter replacement on the 1990 Ford L9000 pumper. He explained that both pumpers performed well at the Lampert barn fire. Mr. Frank informed the council that Mound Prairie Mutual Insurance Co. will be hosting their annual

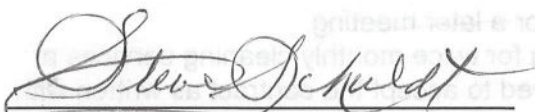


golf tournament for fire fighters with registration due by July 31 and the tournament held in August. Pam Walhovd moved to pay the registration fee of \$340.00 for a foursome to attend the event, second by Tim Klug and the motion passed with Jacob Danielson abstaining because he may be a member of the golf team. Mr. Frank updated council regarding emergency services for Crooked Creek Township. He explained that the township questioned the increase from \$500.00 annually to \$3,000.00 and why they haven't been billed for emergency services. Further discussion with the Brownsville Township supervisors is required to determine an agreeable levy amount for the residents of the township. Council discussed sending a letter to Brownsville Township residents within the Brownsville fire district, explaining the need for additional funding for emergency services and requesting their input regarding the matter. Jean Meyer will draft a letter requesting comments. Mr. Frank questioned council about an acceptable fee to Crooked Creek Township for providing emergency services. No action was taken.

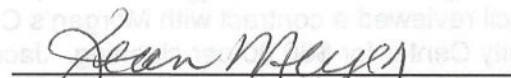
CITY CLERK: Jenna Knight informed council that Consolidated Energy Company submitted a proposal to furnish LP gas to the city for \$1.28 per gallon. AgVantage, the current supplier, was given an opportunity to meet the price and did so. A drop box for payments after hours is being considered. Pricing for installation has yet to be obtained. Council was informed that a potential tenant is interested in renting apartment 9 with subject to a request to install different flooring and bring their own refrigerator. Flooring replacement would be paid for by the tenant. Jacob Danielson moved, second by Tim Klug and the motion passed to allow floor replacement by the tenants at their cost and to provide their own refrigerator. The motion was passed unanimously. Council was informed of a clogged drain at Bluffview Manor which required the assistance of A1 Pumping to remove a blockage of solidified fat. Council determined that the tenant is responsible for the cost to restore the drainage system due to negligence. Council was informed that Scott Construction responded to the city's complaint due to seal coating over manhole covers on 2<sup>nd</sup> Street. It was explained that prior seal coating in years past had covered the manholes which made them undetectable to the contractors. No action was taken. Stump removal at the end of Clay Street is pending a second estimate. Council was informed of complaints regarding cars parking too close to the corner at Main Street and 8<sup>th</sup> Street which obscures visibility when entering Main Street. Houston County will be contacted for assistance in painting the curb yellow. Shawn Virock reiterated that the corner is dangerous. Other corners in that area are to be checked for yellow paint. Steve Schuldt informed council of a bicycle ride to benefit Juvenile Diabetes Research Foundation going from La Crosse, WI to Lansing, IA with a rest stop at Wildcat Landing. No action is needed from the council. Council was asked to consider borrowing money against Bluffview Manor to restore cash which has been expended for maintenance at the Manor. No current action is needed. Council was informed that a new speed sign has been delivered and awaiting council instructions for placement. Council agreed by consensus that the west entry to town would be the practical installation. Council was informed of an inspection by Driftless Region Vector Control (DRVC) for possible mosquito hatching sites. Five locations were disclosed and will be rechecked by DRVC at a later date.

CLAIMS LIST: Council reviewed claims payable. Jacob Danielson moved, second by Tim Klug and the motion passed to pay all claims.

ADJOURNMENT: There being no further business, Jacob Danielson moved, second by Tim Klug and the motion passed to adjourn at 9:23 pm.



Steve Schuldt, Clerk



Jean Meyer, Mayor