

City of Brownsville  
Minutes of March 1, 2023 Regular Monthly Council Meeting

The regular monthly meeting of the Brownsville City Council was called to order by Jean Meyer at 7:00 pm. Council members, Barb Hurley, Pam Walhovd, and Tim Klug. Jacob Danielson was absent. Also attending were City Treasurer, Jenna Knight, City Clerk Steve Schuldt and City Maintenance Dean Twite. Guests in attendance were Frank Dvorak, Brandon Frank and Anthony Krenzke. Representing Fillmore County News was Kaitlin Longhauser.

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

MINUTES of the February 1, 2023 council meeting were reviewed. Following discussion and revision, Tim Klug moved, second by Barb Hurley and the motion passed to approve the minutes.

UNDER FLOOR CORRESPONDENCE, Frank Dvorak requested that gravel be installed at the approach to his house at 107 8th Street S. where drainage work was completed last year. Currently the area is very muddy. Mr. Dvorak plans to install a cement walkway when weather permits.

UNDER OLD BUSINESS, Council discussed fire protection services provided by Summit Companies and Fire Protection Services (FPS). It was noted that FPS was less costly but the company recommends additional protection to be compliant with state fire code. Council determined that additional information is needed prior to contracting with FPS for additional services, however, the fire extinguishers need to be inspected now. Pam Walhovd moved, second by Barb Hurley and the motion passed to have FPS inspect fire extinguishers and exit lights at the same or lower than the price quoted by Summit Companies.

Dean Twite informed council that repairs have been completed to the clothes dryer venting system and appears to have solved the dryer problems. Cost of material was \$200.00 and labor was performed by city maintenance staff. Dean discussed the Manor's north entrance door replacement costs. Glass Service Center of La Crosse quoted a cost of \$3,295.54 with installation. Dean suggested that a replacement door be acquired from Badger Corrugating in La Crosse which would be a lower cost and allowing city maintenance to perform the installation. Barb Hurley moved, second by Pam Walhovd and the motion passed to purchase a replacement door from Badger Corrugating. Dean informed council of drainage issues at the Manor's north door entrance. He is suggesting a drainage system that would route run-off water away from the Manor grounds, however, work cannot begin until spring. Council agreed by consensus that prices need to be obtained and the project addressed at a future meeting.

Pam Walhovd suggested that gravel be added at the top of the steps leading from Bluffview Manor to Adams Street. Currently there is a depression that creates a trip hazard.

Council considered a proposal submitted by the Brownsville Lions Club to install a two sided digital sign in front of the Community Center setback from the county right-of-way. All costs for the sign, curb appeal and electrical would be the responsibility of the Lions Club. Tim Klug moved, second by Pam Walhovd and the motion passed to approve placement of the sign with Barb Hurley abstaining due to her membership in the Lions Club. Two council members are to oversee the placement of the sign.

UNDER NEW BUSINESS: Council reviewed liquor license renewals for The River Station, Wildcat Saloon and Lawrence Lake Marina. Barb Hurley moved, second by Pam Walhovd and the motion passed approve the license renewals.

Council reviewed and discussed the DeBoer Pest Control contract for 2023. The total cost to be \$644.27 for Bluffview Manor and the Community Center. Barb Hurley moved, second by Pam Walhovd and the motion passed with Tim Klug voting against.

Jenna Knight informed council of a request by Brownsville Township to have a township page added to the City's website. Jenna suggested that a link could be added to the city's website which would open a township Facebook page. Creating a township web page on the city website would involve the city being responsible for content and maintenance. Council agreed by consensus that the additional webpage would not be beneficial to the city.

Council extensively reviewed a proposed Bluffview Manor lease agreement for incoming residents. Suggested modifications to the lease included a security deposit of \$500.00, a late payment fee of \$10.00 after 5 days, a pet deposit fee of \$200.00 per pet plus a monthly fee. Additionally, Tenant utility responsibilities are to include telephone, television, internet, etc. Tenants are to acknowledge responsibility for insuring their own personal property. Tenant security deposits are not to accrue interest. Any prepayment of rent will not accrue interest. The proposed lease will be revised and considered at the April 2023 meeting.

Council discussed remodeling apartment #9. Council considered varying needs to repair and improve the condition of the apartment. Council agreed that the apartment required cleaning and repainting. Council



discussed installing a walk-in shower to replace the existing tub. Dean Twite remarked that an estimate from Bath Fitters is between \$7,800.00 and \$9,200.00 for a shower installation and the lead time is 7 months. He will meet with a Board Store representative next week for a quote. Tim Klug suggested that additional quotes be obtained to recondition the bathroom.

**MAINTENANCE DEPARTMENT:** Dean Twite reported that lift stations are currently working, however, the system control panel is obsolete and should be replaced. Tim Klug and Jean Meyer will visit the sewer plant when convenient.

**FIRE DEPARTMENT:** Brandon Frank reported that Brownsville Township has signed a contract for emergency protective services provided by Brownsville Fire & Rescue. The township will levy \$5,000.00 in 2023 for payments to be made in 2024. A proposed levy of \$12,000.00 will be presented at the township's March meeting.

**CITY CLERK:** Jenna Knight reported that Summer Rec applications for 1 coordinator and 2 assistants have been received. Council was questioned if interviews should be scheduled or if additional ads should be run for applicants. Council agreed by consensus to run another Argus ad in addition to the Website ad and social media ads.

Council reviewed and discussed remarks received from the Bluffview Manor suggestion box.

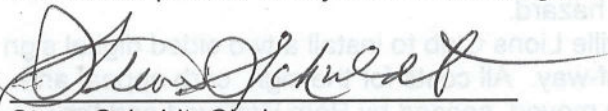
Dean Twite informed council that Bluffview Manor's water softener has been adjusted to use less salt and residents reported that water is improved. Dean also informed council that apartment exhaust vents need to be code compliant. Currently, warm moist air is exhausted directly into the attic where it creates an environment for mold.

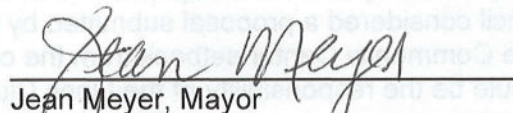
Jenna Knight informed council that Shawn Virock is requesting permission for short term storage of slab wood bundles on city property adjacent to the brush site. Mr. Virock, in the coming weeks, would then cut the slabs into fire wood and take to his property. Following discussions, council agreed by consensus that there is a liability issue and the request should be denied.

Dean Twite informed council of a deck or possibly a dock on city right-of-way at 301 N. 2<sup>nd</sup> Street. Council agreed that the property owner should be contacted and informed to move the item off the right-of-way.

**CLAIMS APPROVAL:** Council reviewed claims payable. Barb Hurley moved, second by Tim Klug and the motion passed to approve claims payable.

**ADJOURNMENT:** There being no further business, Pam Walhovd moved second by Barb Hurley and the motion passed to adjourn the meeting at 9:30 pm.

  
Steve Schuldt, Clerk

  
Jean Meyer, Mayor