

City of Brownsville
Minutes of May 3, 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 present were Barb Hurley, Pam Walhovd, Tim Klug and Jacob Danielson. Also attending were City Treasurer, Jenna Knight, City Clerk Steve Schuldt and Maintenance Tech Dean Twite. Guests in attendance were Brandon Frank, Anthony Krenzke, Niki Paisley, Frank Dvorak, Branson Clark, Eric Anderson, Shawn Virock, Ben Virock, Judy Macejik, Trisha Foellmi, Joanne Kletzke, Nicki Ranzenberger, Kathy Phillips, Marilyn Rose and representing Fillmore County Journal Kaitlin Longhauser.

ROLL CALL of council was taken with full council being present.

MINUTES of the April 5, 2023 council meeting were reviewed. Jacob Danielson moved, second by Pam Walhovd and the motion passed to approve the minutes.

AGENDA: Jacob Danielson moved, second by Barb Hurley and the motion passed to approve the agenda.

FLOOR CORRESPONDENCE: Bluffview Manor residents questioned council about the Manor's current debt, it's net income, whether any of the revenue is being withdrawn for other needs, or are tax dollars used to support the Manor. Residents questioned the reason for considering the sale of the property. Steve Schuldt explained that there is a debt of \$43,800.00 owed to the Minnesota Housing Finance Agency at 0% interest and due September 2027. It was also explained that the Manor is profitable and increased rent is needed to stay ahead of needed maintenance and updates. Tim Klug explained that selling the property was considered due to resident pushback regarding rent increases and the costs associated with updating the property. No action was taken.

Judy Macejik requested that council consider a community clean-up/beutificagtion project at the city brush site in which residents can get rid of unwanted waste for a modest charge, possibly \$10.00 for a pick-up full or less. The site would require monitoring and the project could be an annual event operated by volunteers and could also include pick-up and hauling. Ms. Macejik agreed to be available for the project. No action was taken.

Frank Dvorak requested that additional repairs be made in the waterway on 8th Street in front of his house.

OLD BUSINESS: Dean Twite informed council that he is working on a landscaping solution to channel water away from the Manor's north entrance door.

Dean Twite reported that work on apartment 5 is not completed and work in apartment 9 is pending completion of the bathroom shower, refinishing and reinstalling kitchen cabinet doors and drawers. Brandon Clark, general manager of Menards, informed council that Menards has contractors available to bid on city projects.

Dean Twite informed council that brush has been cut at the Hamilton Street culvert and repairs will be completed later this summer.

Bluffview Manor roof and ventilation repair estimates are pending.

Dean Twite reported that storm water erosion at Chuck LeJeune's Benton Street garage entrance is being monitored and may require the addition of asphalt.

Jenna Knight provided council with estimates for street lighting at the intersection of Brook Street and North 7th Street. Mayor Meyer read letters from concerned citizens regarding a light installation. Jacob Danielson moved to take no action regarding installation of a street light at Brook Street, second by Tim Klug. Discussion prior to the vote included concerns about safety and access by emergency vehicles. Following discussion, the motion carried to take no action toward installation of a street light. Council discussed adding reflective tape to 7th Street and/or reflectors at the entrance to Brook Street. Pam Walhovd moved, second by Jacob Danielson and the motion passed to make the intersection more visible.

The council agenda order was discussed. Council agreed by consensus to rearrange the agenda so that "Presentations" follows "Floor Correspondence".

Tim Klug informed council that he and Jean Meyer met with realtor Kelly Meyer for an opinion regarding sale of Bluffview Manor. Tim explained that the property's sale value would be in the range of \$500,000 to \$700,000 and sale of the property would likely result in higher rents and a different class of tenants. Tim Klug moved, second by Pam Walhovd and the motion passed with Jacob Danielson opposing to take no action regarding sale of the property.

Property insurance for the Community Veteran's Memorial was discussed. Shawn Virock explained that the VFW paid for ½ of the project along with the Lions Club, the City and individual donors. Jacob

Danielson moved, second by Tim Klug and the motion passed to approve payment of premiums for insurance on the memorial. Shawn Virock informed council that the Memorial Committee will reimburse the city for the cost to insure the Memorial Monument. Mr. Virock is to contact the City Clerk for additional information.

MAINTENANCE DEPT: Dean Twite informed council that he is waiting for estimates to repair WWTP and lift stations. Application of crushed rock to unpaved streets will take place as soon as time permits as well as the Hamilton Street culvert. Mr. Twite remarked that ballpark mowing will begin this month and restrooms will be open by mid-May. Council was informed that a quote to refurbish the existing Bluffview Manor air conditioners is being sought and quotes to install new units will be obtained.

NEW BUSINESS: Permit applications updates will be presented at the June meeting.

Shawn Virock informed council that VFW members will be repairing the Veterans Cemetery utility building this year and noted that it is not being structurally changed or expanded.

PRESENTATIONS: Council reviewed a building permit application submitted by Joyce Mullen and Jake Schaffer to construct a detached garage on their property. An inspection report and recommendation provided by Tim Klug and Jean Meyer was submitted to the council for review. Tim Klug moved, second by Barb Hurley and the motion passed to approve the permit.

MAINTENANCE DEPARTMENT: Dean Twite reported that the treatment plant is status quo. Estimates are pending for pipe and valve replacement in the plant. Semi-annual pumping of the settling tanks is completed. Pricing is being obtained to replace pump rails inside the lift stations. Repair to the 2nd Street sewer line break is pending. Telemetry & Process Control, Inc. (TPC) is conducting a proposal to update technology in the lift stations for greater efficiency. Gravel will be added to streets as needed when Rick Denstad is available. The Hamilton culvert will be repaired as soon as possible. The culvert at 5th and Adams Street is to be repaired. Lawn mowing has commenced in town and opening of the bathrooms will take place when Tim Serres is available to de-winterize the facility. The Bluffview Manor roof and ventilation repairs are pending quotes. The Manor's north door is ordered and will be painted prior to installation. Mr. Twite reported that Schroeder Heating & Cooling is not recommending the cleaning/refurbishing of the Manor's air conditioners due to their age.

FIRE DEPARTMENT: Brandon Frank informed council that the Brownsville Township fire protection contract has been rescinded by the township and he is seeking guidance as to what should be done next. Mr. Frank would prefer to have a written agreement with Brownsville Township before approaching Crooked Creek Township. Following discussion, Jean Meyer moved, second by Jacob Danielson and motion passed, with Pam Walhovd abstaining, to have Brandon Frank and Jacob Danielson attend the next Brownsville Township meeting for their cooperation in creating a compatible agreement, with Barb Hurley serving as Jacob's back up, if needed.

CITY CLERK: Jenna Knight reported that Zach Mattie was hired as Summer Rec coordinator with Mariah Von Arx and Madelyn Foellmi as assistants. Ms. Knight reported that DeBoer pest control has treated Bluffview Manor for mites. Council was informed of a letter sent to residents regarding a possible rodent infestation in the city. Animal Control officer Amanda Myhre contacted the city and suggested introducing feral, neutered cats for rodent control. Council agreed by consensus to monitor the situation without further action. Council was informed that Fire Protection Specialists (FPS) has updated to code the Community Center's fire control system and Ansul system. Council was informed that Bluffview Manor's fire control system panel is nonfunctional and smoke detectors are required to be wired with battery backup. Estimates will be obtained for smoke detectors which meet fire code specifications. Council was informed that a resident inquired about rural mail delivery to Spring Court which would also require delivery to residents on 7th Street. The resident was referred to the postal service for a determination. Council was informed that a realtor contacted the city by phone message regarding a potential building permit for property on Mississippi Lane and whether the property is a conservancy area. The realtor was responded by phone message to provide construction plans with setbacks for the council to consider. A response has not been received. Council was informed of a letter received from residents requesting that the east end of Clay Street be paved. No action was taken. Council was informed of a broken swing at the playground.

Steve Schuldt requested authority from council to borrow \$26,000.00 from Merchants Bank for the purchase of the John Deere 5060E tractor ordered in 2022. Tim Klug moved, second by Barb Hurley and the motion passed to approve the loan request.

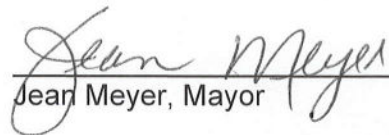
Jenna Knight requested approval to waive rental fees for the Zion Church to host music in the park at the ballpark area and to allow Cub Scout Pack 98 to host a pinewood derby at the Community Center. Pam Walhovd moved, second by Tim Klug and the motion passed to waive rental fees for Zion Church and Cub Scout Pack 98 for their events.

Jenna Knight informed council that a resident at Bluffview Manor is requesting a rent payment due date of the 15th monthly rather than the 1st monthly. Following discussion, Pam Walhovd moved to accept a payment due date of the 15th monthly. The motion failed without a second. Following further discussion, Jacob Danielson moved, second by Tim Klug to require rents due on the 1st of each month or according to their current lease due date and the motion carried with Pam Walhovd voting against.

CLAIMS LIST: Council reviewed claims payable. Barb Hurley questioned garbage service pricing and was informed that the fuel surcharge will be reduced by \$2.00 on future billing. Jacob Danielson moved, second by Barb Hurley and motion passed to pay all claims.

ADJOURNMENT: There being no further business, Jacob Danielson moved, second by Pam Walhovd and the motion passed to adjourn at 9:02 pm.


Steve Schuldt, Clerk


Jean Meyer, Mayor