

Village of Brownville

Board Meeting

June 10, 2025

The meeting of the Brownville Village Board was called to order at 6:00 p.m. Chairman Johnson announced that the Open Meetings Act was posted on the meeting room wall.

Following the Pledge of Allegiance and a moment of silence the Roll was called. The following people answered present: Kim Johnson, Jill Lokke, Justin Wheeldon, Paul Fish and Steve Woerth.

Public comments were accepted. They were on the topics of tree trimming on the public streets, unlicensed vehicles in yards and claims.

The consent agenda was approved. Woerth stated that he would abstain as he had a reimbursement on claims. Motion by Woerth, second by Wheeldon to approve the consent agenda as written. Lokke yes, Wheeldon yes, Woerth abstained, Fish yes and Johnson yes. Motion carried.

**Claims for Approval
June 10, 2025**

<u>Fund</u>	<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
General	Kim Johnson	\$ 75.00	Board Stipend - Donating back to Village
General	Steven Woerth	\$ 50.00	Board Stipend - Donating back to Village
General	Jill Lokke	\$ 50.00	Board Stipend - Donating back to Village
General	Justin Wheeldon	\$ 50.00	Board Stipend - Donating back to Village
General	Paul Fish	\$ 50.00	Board Stipend - Donating back to Village
General	Apace	\$ 60.00	Cleaning Service 4/7, 4/14, 4/21, 4/28/2025
General	Auburn BOPW	\$ 145.41	Town Hall, Maintenance Bldg
General	Payton Mertes	\$ 109.97	Office Rental \$65 & Electrical May
General	Shane Sailors	\$ 881.09	Clerk Wages -50.75hrs - \$1116.50 Gross, FICA \$
General	Department of Treasury	\$ 335.41	Clerk Taxes, FICA & Medicare - EFT
General	Green Care Lawn Service	\$ 400.00	Mowing Town Hall, Utility Building, Hwy 136 an
General	Intuit Quickbooks	\$ 35.00	Online Simple Start Subscription - auto pay
General	Auburn Newspapers	\$ 103.72	Publish Liquor License and May Minutes
General	American Recycling and Sanitation, Inc.	\$ 1,049.56	Disposal and Rental for Dumpsters for Village C
General	Lynch's Hardware	\$ 149.82	Flowers, Dust Mop Head and Keys
General	The Fork and Tiller	\$ 134.89	Mulch (reimbursement), Clean-up and Waterin
General	Windstream/Kinetic	\$ 169.61	Internet and Phone - Village Office - Auto Pay
Streets	Auburn BOPW	\$ 414.12	Electric - Whiteway, Street Lights, 6th Street
Streets	Auburn BOPW	\$ 141.67	Electric - Highway Lights, Bridge
Streets	Steve Woerth	\$ 168.65	Reimbursement - Paint for Crosswalks from She
Streets	Lewis Implement	\$ 293.86	Blades for Mower on Tractor
Fire Dept	Auburn BOPW	\$ 61.52	Electric - Fire Hall

Fire Dept	Green Care Lawn Service	\$ 120.00	Mowing
Sewer	Auburn BOPW	\$ 436.34	Electric - Treatment Plant
Sewer	One Call Concepts	\$ 8.26	14 Locates
Sewer	Auburn BOPW	\$ 493.50	Billing Labor and Postage (split between water
Sewer	Tracy Milke	\$ 355.47	Labor, Mileage and Battery of Lift Station
Water	Auburn BOPW	\$ 57.54	Electric - Water Tower
Water	Auburn BOPW	\$ 203.50	Billing and Postage for Water Service
Water	Tracy Milke	\$ 483.45	Labor, Mileage, Postage (Had to drive 1 sample
Water	Public Health Environmental Lab	\$ 16.00	Water Testing - Total Bill was \$30, had \$14 Cred
Water	Rural Water Dist #1	\$ 3,459.25	Water Purchased - May
Water	Green Care Lawn Service	\$ 40.00	Mowing Water Tower
Water	Auburn Plumbing and Heating	\$ 390.88	Labor, Mileage and Insulation Kit for 127 E Rich
Riverside Park	Auburn BOPW	\$ 60.60	Electric – Riverside Park
Riverside Park	Green Care Lawn Service	\$ 80.00	Mowing Park
Riverside Park	Don's John's	\$ 419.00	May 8 - June 4, 2025
Riverside Park	American Recycling and Sanitation	\$ 91.82	Trash pick-up

Woerth gave the parks report. Woerth commented on land for sale that abuts Capital Square Park. Wheeldon gave the street report. Fish gave the water/wastewater report and Sailors gave the clerks report.

In Old Business, a motion was made by Woerth to approve the ordinance to close the west half of 7th St. lying between Allen and the Hwy 136 right of way and abutted on the west side by Block 5 1/2, Lots 7 & 8, Brown's add to the Village of Brownville with the Village retaining rights to the property for the purpose of repairing utilities. Motion was seconded by Lokke. Wheeldon yes, Woerth yes, Fish yes, Johnson yes and Lokke yes. Motion carried.

Motion by Woerth, second by Lokke to approve the Internal Control Policy with the recommended changes. Woerth yes, Fish yes, Johnson yes, Lokke yes, and Wheeldon yes. Motion carried.

Motion by Wheeldon, second by Fish to pass the ordinance to raise the residential water rates to \$25.00 per month for the first 1000 gallons and \$5.00 for each additional 1000 gallons. Fish yes, Johnson yes, Lokke yes, Wheeldon yes, Woerth yes. Motion carried.

Motion by Wheeldon, second by Fish to amend the Town Hall Use Policy to include waiving the fee for the Town Hall when it is being used for funeral luncheons. Johnson no, Lokke yes, Wheeldon yes, Fish yes, Woerth yes. Motion carried.

Motion by Fish, second by Wheeldon to table the Trailer Ordinance review. Lokke yes, Wheeldon yes, Woerth yes, Fish yes, Johnson yes. Motion carried.

Action for the Trailhead Gazebo was postponed until the July meeting.

In New Business, a motion by Wheeldon, second by Fish to approve the liquor license for the Brownville Market. Woerth yes, Fish yes, Johnson yes, Lokke yes, Wheeldon yes. Motion carried.

A public hearing was held on the CDBG – Public Works- Culvert Improvement Project 21PW004. The comments from the public were “looks great” and “yeah” when I was announced that it came in under budget. Motion by Lokke, second by Woerth to close the public hearing. Fish yes, Johnson yes, Lokke yes, Wheeldon yes, Woerth yes. Motion carried.

Motion by Fish, second by Wheeldon to amend the proposal for the alarm system for the water tower. The system will be a cell phone operated system at a cost of \$2241 to the Village. Johnson yes, Lokke yes, Wheeldon yes, Fish yes, Woerth yes. Motion carried.

After a lengthy discussion of the water and sewer billing for non-profits and other village organizations, there was a motion by Fish, second by Wheeldon that all customers pay a monthly bill. Lokke yes, Wheeldon yes, Woerth no, Fish yes, Johnson yes. Motion carried. Radio read meters will be installed at the addresses not currently equipped with them.

Motion by Wheeldon, second by Lokke to adjourn at 7:56 p.m. Wheeldon yes, Woerth yes, Fish yes, Johnson yes, Lokke yes. Motion carried.

Shane Sailors, Village Clerk