

**Common Council Meeting Minutes**

May 17, 2016

*Approved*

Joint Meeting with Utility Commission

Call to order by Council President Garvin

Roll Call. Common Council: Klipstein, Lindemann, Garvin, Huber, no District 5, Stanek.  
Utility Commission: Campfield, Eno, Lindemann, Lange, Madden  
Others: Steward, Kuester, Jefferson

Public Comment:  
none

Audit presentation by Melanie Lendosky of Johnson Block.  
In short the audit is good.

Discussion and possible action on recommendations from the Audit Report.  
No action needed.

Discussion and possible action on utilizing the second Tuesday of the month for the Utility Commission meeting and the Common Council.

Garvin presented the concept of meetings on the same night.

Lindemann/Eno motion to have Utility Commission meeting on same night as the common council. All ayes. Carried.

Huber/Lindemann motion to adjourn at 6:50 pm. All ayes. Carried.

## Common Council Meeting

Call to Order by Council President Garvin at 6:55pm

Roll Call

Pledge of Allegiance

Swearing in of newly elected member – Mayor.

Swore in by Steward.

Approval of Minutes from 4/19/2016

Garvin/Lindemann motion to approve. All ayes. Carried.

Public Comment:

None

Communications:

Mayor – District 5 Alderperson – nobody ran for position, has been in contact with one person and not a whole lot of interest earlier, but has more interest now and will continue to review interest and will not have a recommendation. Have to have 4 council members to open a meeting.

Appointments – Library Board – Mueller and Beres; Board of Appeals – Strelow will become a regular and Nofsinger to remain alternate; Police Commission – need a council representative and Joe Huber to be appointed; Community Development Authority – Bob Hart to be reappointed, and no Council appointment.

Garvin/Huber motion to approve the appointments as noted by the Mayor. All ayes.

Carried.

Hold off on Committee assignments until there is a fifth member.

Council – Lindemann – need an effort to replenish our trees we will put tree guidelines on the city's website. Could we try and get more stuff on the community calendar on our website?

Administrator – Reviewed the WITN letter and a proposal to have a circus come to Elroy in August.

**PUBLIC HEARING:**

Call to order public hearing to consider an application for a Kennel License for RaeAnn Studee for keeping of 3 dogs.

Ms. Studee presented her case. They found a stray and fixed him up and want him to stay.

Garvin has driven by and saw a fenced in yard and everything seems to be in order.

Huber – everything looks in order.

Mayor closes the public hearing after calling for comments.

Garvin/Klipstein motion to approve the Kennel License for RaeAnn Studee of 303 Royall Avenue. All ayes. Carried.

Discussion and possible action on the discontinuance of Carrol Street and Resolution No. 1000.

Lindemann/Garvin motion to introduce Resolution 1000 for the discontinuance of a portion of Carrol Street. All ayes. Carried.

Discontinuance will be held on July 12 at the Council Meeting.

Discussion and possible action on Fire/Burn permit for Brandie How.

Lindemann/Garvin motion to approve, after review by Fire Chief. All ayes. Carried.

Discussion and possible action on Temporary Class "B" Retailer's License for the Elroy Fire Department.  
Huber/Lindemann motion to approve all three retailer's license. All ayes. Carried.

Discussion and possible action on Operator's Licenses for Jenna Parrish, Kaitlyn Parrish and Shannon Schroeder.

Lindemann/Klipstein motion to approve operator's licenses. All ayes. Carried.

Discussion and possible action on providing a pledge to the S.E.A. of change for their "Raising the Roof" campaign.

Jefferson presented what he knew about the organization. Steward suggests making a donation and Lindemann suggested - 2 family season pool passes and 2 - 2 nights at the campground to their auction.

Lindemann/Huber motion to approve 2 family season pool passes and 2 - 2 nights at the campground to their auction.

Discussion and possible action on offer to purchase equipment at the Cherry.

No action. Steward updated on the withdrawal of offer and the status of the building. It needs new hoods and venting system to be a fully functional kitchen and would need quite a bit of work to become a residence. All offers have been revoked.

Discussion and possible action on raze order for 306 2<sup>nd</sup> Main.

Garvin presented that this has been on the list for more than a year and it was inspected last year.  
Lindemann/Garvin motion to approve resolution # 999. Roll call. All ayes. Carried.

Discussion and possible action on annexation of land at the end of Weger Road and Ordinance #415.

Garvin/Huber motion to approve ordinance #415 for the annexation of lands to the City of Elroy.  
Roll call. All ayes. Carried.

Discussion on 5-year finance plan and CIP.

Garvin and Steward worked for 2 years to put this together. Would like Council to review and will discuss next month.

Discussion and possible action on revising policies: 5.01, 5.04, 6.01, 6.04, 8.01, 8.02, 8.03, 8.04.

Garvin presented the policy changes. Definition of work week; no animals in city vehicles, harassment policy, drug and alcohol policy changes, and then financial policies as recommendations by the auditor and our bonding; and mark ups.

Garvin/Lindemann motion to approve changes to policies as presented. All ayes. Carried.

Discussion and possible action on sick leave policy.

Garvin presented on the current status of the policy and the consideration to change. Came to light because of Mary Waarvik retirement and the payout that was not budgeted for.

Huber thinks that you should lose the sick leave if it is not used or it should be a lot less hours.

Lindemann thinks we should consider PTO as an option.

Steward said we need to establish a reserve fund account to prepare for future retirements.

Discussion and possible action on Resolution No. 1001 amending the City General Budget.

Steward presented the budget changes to the Library, Assessor and Streets.

Lindemann/Klipstein motion to approve Resolution 1001. Roll call. All ayes. Carried.

Discussion on Housing.

Garvin presented. Steward will ask Warner's to come to the next CDA meeting. Need to keep on 209 Academy. Siding is done on 1421 Academy. Can try for an inspection warrant to get in 1421 Academy – two weeks to get in or warrant will be issued. Need report on 103 S. Brooklyn. No response from 108 Prospect.

Discussion and possible action on City Hall / Police needs.

Garvin presented on what to do with City Hall. Huber – best thing to do is maintain what we have. Steward argued the fact of community pride. The City has never had an official City Hall building. This building is about 100 years old. Possible consider a separate building for the Police. There are plenty of fixes to City Hall that is needed without a full redo or new.

Check into 1200 sq ft building for the Police. Look at architect's recommendations to fix City Hall.

Huber wants input from the public. Maybe hold a public meeting before the July council meeting.

Expenditures.

Klipstein/Huber motion to approve expenditures. Roll call. All ayes. Carried.

Admin Report:

Steward reported on grants not awarded to the end of summer. Water/Sewer grants on delay waiting for updates on lead services. Demo debris will start to be removed this week.

Streets – Huber reported on the burn site removal status. Tree cutting is over and stump grinding down to 2 on 2<sup>nd</sup> Street. Sidewalk replacement plan moving forward. Equipment purchase of a new lawnmower tractor and considering one new truck. Will try to sell three trucks on our own and back money to help purchase a new truck. New stop signs at Brooklyn and Franklin (3-way stop). Culverts to be done on CTH O.

Library – Board worried about budget due to Waarvik retirement and not having the payout of sick leave budgeted. Preuss is creating a summer reading and activity program to bring kids in to the Library. Preuss got certifications

Finance and Personnel – Covered earlier

Parks – Looking at purchasing picnic tables. Tennis court improvements. School working on the deck at the old school house.

Fire and Ambulance – Had 11 days in service in April which is a new record. Operating plan approved by the State regarding Act 113 to run with a first responder and EMT as a crew. Fire Department fundraisers set.

Utility Commission – Meeting was earlier tonight. See the minutes. Dave Krause presented on the needs for the electric department and system upgrades.

Next meeting June 14, 2016

Klipstein/Garvin motion to adjourn at 9:30 pm. All ayes. Carried.

Mark Steward  
City Administrator