

Common Council Meeting Minutes

December 10, 2013

Approved

Call to order at 7:00 pm by Mayor Stanek

Roll Call.

Klipstein – here

Krueger – here

Garvin – here

Mendum – here

Pfost – here

Stanek – here

Also in attendance: Mark Steward, City Administrator, William Jefferson, Attorney and Chuck Sulik, MSA.

Pledge of Allegiance.

Garvin/Krueger motion to approve minutes from October 24 and November 12. All ayes. Carried.

PUBLIC COMMENT:

None

Communications:

Mayor's Comments, Communications and Recommendations

Common Council Communications

Mendum – wants the Council to consider rental inspections biennially (every 2 years). This will be referred to the Ordinance Committee for discussion.

Garvin – working with Royall School and their PEP Grant. He is working on a deal with the School to use the bikes they are getting to rent out of the Commons. Steward will work on language and will bring back the agreement at the January meeting. Garvin also updated on the downtown planning document.

Administrator's Communications: None

Consent Agenda:

Discussion and possible action on operator's licenses for Jeri Sobeck, Michael Roman, Kayela Neuman, James Bender, Raymond Wopat

Garvin/Klipstein based on the information and review by the Police Chief, motion to approve operator's licenses. All ayes. Carried.

Discussion and possible action on Audit and Accounting Services for 2013 with Johnson Block and Co., Inc.

Garvin/Krueger motion to approve Johnson Block for Audit and Accounting services for 2013 for the contracted amount (\$13,400 to \$14,200). Roll call. All ayes. Carried.

Discussion and possible action on the appointment of Election Inspectors and Tabulators to a two-year term

Garvin/Krueger motion to approve the appointment of election inspectors and tabulators in our packet. All ayes. Carried.

Discussion and possible action to authorize submittal of Safe Drinking Water and Clean Water Fund Forms for Funding Year 2015

Chuck Sulik, MSA, in attendance to discuss the Intent's to Apply for clean water fund or safe drinking water loan programs. The applications need signatures. Applications will be reviewed over the winter months. If we score well, then there is a final application towards the end of June and September depending on program and the safe drinking water loan can be used as the match to the CDBG-PF grant.

Garvin/Pfost motion to authorize the City Administrator to work with MSA to submit these Intent's to Apply. All ayes. Carried.

Discussion and possible action on selecting a consultant for the CDBG-PF streets and water projects

Steward presented that the City needed to procure professional services for the CDBG-PF grant that we received. The City solicited qualifications from three firms: Vierbicher Associates; Strand Associates; and MSA Professional Services. Strand declined to respond, but appreciated the opportunity.

Garvin feels comfortable with MSA as the engineers and Vierbicher as the Planners.

Garvin/Mendum motion to approve MSA as the consultant for the CDBG-PF project for streets and water. Roll call. All ayes. Carried.

Discussion and possible action on an ordinance amendment to Title 9 ~ Chapter 2, Section 9-2-1 and 9-2-2; the regulation of firearms, explosives and other missiles.

Pfost sent this information to the Mayor and Steward. He read this ordinance and feels it is not in conformance with State law. It is out of date and needs to be fixed. Pfost would like to send it to Jefferson to bring this up to state law requirements. He would like certain things addressed, specifically shooting a bow, even at targets and the distance requirement. He would like this to go before the Ordinance Committee for their review. Other communities throughout the country allow hunting in the municipality.

Discussion and possible action on Garbage and Recycling Contract with Lenorud Services of Mauston

Garvin/Mendum motion to approve the garbage and recycling contract for 3 years, with 2 option years with Lenorud Services. Roll Call. All ayes. Carried.

Discussion and possible action on budget, levy and final tax/mill rate projections

Steward presented on the budget and levy and mill rate. Option 1, keep as is. Option 2, take what is allowed which is \$470,201 but would still lower the mill rate. Option 2 would put more money into contingency.

Garvin sees the benefit, but wants to hang his hat on holding the tax levy the same or even decreasing it.

Jefferson said this is a unique situation where we can get more money from the levy and still say taxes are going down.

Stanek says we are still decreasing taxes, but taking advantage of the rules and take the money to build the contingency while we can. The County and School District went down when usually they go up, so now is our opportunity to take advantage of it.

Krueger would like to stick with option 1, but sees the benefit in taking advantage of the opportunity.

Mendum would like to stick with option 2.

Klipstein asked for the numbers and thinks it is a good idea to take advantage of the opportunity.

Pfost would like to go with option 2 to help pull the City up.

Garvin/Krueger motion to approve option 1 calling for a \$453,941 tax levy for 2014. Roll call. 3-2 (Pfost and Mendum) vote keeping levy at \$453,941.

Discussion and possible action on City holiday schedule and comparison to other communities

Steward presented the holiday schedule and would recommend Christmas Eve a full day.

Garvin would like this brought before the Finance/Personnel Committee at the January meeting.

Review Council Goals for 2014

These goals become Mark's goals. Garvin asked that the Council review for completeness and comments.

Pfost – would like to add a schedule to review and modify the ordinance book.

Garvin – when we write the job standards for Mark, add it to his list and make a priority of those that need the most change.

Pfost would like to review the ordinances and argue it amongst the Council Members.

Jefferson said he would meet with Steward to discuss language and where he thinks changes need to be made.

Stanek would like to see Steward report on the goals on a quarterly basis and give updates and do this in conjunction with the quarterly finance report.

Discussion and possible action on adopting an overall post-issuance tax and continuing disclosure compliance policy

Garvin/Mendum motion to approve and adopt the overall post-issuance tax and continuing disclosure compliance policy. All ayes. Carried.

Discussion and possible action on format for Administrator's Performance Review

Garvin reported on the format for review. He passed out a new version. He asked that Steward complete a self-evaluation and get a copy to each Council Member by December 20, and the Council Members get their review to Garvin by January 7. The Council will go into closed session on January 14 to discuss the job performance evaluation.

Expenditures

Garvin/Krueger motion to approve expenditures for December. Roll call. All ayes.

Carried.

Reports:

Administrator's report: Review housing code violations list and actions taken. Update on raze order. Update on 523 Franklin Street in Municipal Flood Control Grant

Steward and Jefferson reported on letters sent, and people are cleaning up and coming into compliance. Garvin asked about the mobile home park units being demoed. Steward reported on the citations issued. Garvin would like them cleaned up. Mendum talked to Retzlaff today and he wants the city to help, but at the City's cost. Krueger will contact Manthey of Mauston to see if they can help.

Raze order is up on February 2, 2014. This will be up on the February Council agenda.

Steward made a request to the DNR to amend the MFCG and add 523 Franklin Street

Next meeting date – Next meeting is on January 14, 2014

Streets at 3:00 pm; Finance/Personnel at 6:00 pm; Ordinance at 6:30 pm

Krueger/Pfost motion to adjourn at 8:30pm. All ayes. Carried.

Mark Steward
City Administrator