

## Common Council Meeting Minutes

February 20, 2018

*Approved*

Call to order at 7:23 pm by Mayor Stanek

Roll Call.

Huber, Lindeman, Klipstein, Madden and Garvin present. City Administrator/Treasurer, Carole Brown and Clerk, Lynn Thorson

Pledge of allegiance

Huber/Garvin motion to approve the minutes from January 9, 2018. All ayes. Carried.

Public Comment (5 minute limit, no action to be taken, items not on agenda)

None

### Council Communications:

Mayor – Mayor makes a recommendation to the council to appoint Ed Mendum to the Utility Commission.

Garvin/Madden motion to appoint Ed Mendum to the Utility Commission. All ayes. Carried.

Council – Huber suggested painting over the Benson Fruit sign at the electric utility building.

### Consent Agenda:

Owner of 103 S Brooklyn gave an update on her progress. She has sent in more paperwork, and is now looking into rental options. Garvin set a March 31<sup>st</sup> deadline to vacate the home.

Update on 201 Main Street. The roof is completed but the gutters and flashing are not done because of weather issues. The roof is too slick to get on it to make the repairs. Council discussed looking into fining the owners for not having the work done in a timely manner.

Update on 1416/1421 Academy Street. Deadline for porch work was given. If not completed \$25.00 per day fine that the violation still exists. No more permits will be issued until the porch is done.

Carole explained where we are with the Raze Order of 233 Main Street. Owner is in Texas for 6 more weeks. We can't serve the order to him while out of the state because it would be too costly to try to locate him. Jim and Joe are going to look at the building closer. Therefore, the discussion of demo bids was tabled until a later date.

Resolution #1040 was introduced. Vacating a portion of Genrich Street.

Kari Preuss gave her 2017 library report.

Library roof discussion-Elliott to do inspection work for roof, preparing specs, bidding work, etc. Bids due by May or sooner. Short term loan for the work was discussed at 3% for 3-5 years. Library may consider donating some funds-up to \$10,000 possible or 10%, they will review bids, and look for donations in addition to their possible donation.

Garvin/Madden motion to approve the agreement with MSA for architectural services in the amount of \$10,900.00. Roll call. All ayes. Carried.

Garvin/Huber motion to send in application for the Stewardship Grant not to exceed \$750.00. All ayes. Carried.

Pool needs had been discussed earlier at a Park's Committee meeting and a recommendation was made to the council to use \$7,500 from the Freymiller account for some of the items on the list.

Lindemann/Huber motion to approve an amount not to exceed \$6,500 from the Freymiller Account for pool needs. Roll call. All ayes. Carried.

Lindemann/Huber motion to approve Gray Electric bid to do an electrical upgrade at the Fireman's Pavilion at the park. Gray Electric donated half the cost and the city will only have to pay \$614.00,

original bid was \$1228.00. Lindemann commented that we couldn't buy the materials and do it ourselves for that price. All ayes. Carried.

Discussion of investigation and possible charges against the Police Chief. Police Commission met and recommended no charges. Police Chief was reinstated that evening. Outside council was hired to assist the Police Commission. City's attorney did not want to be involved because of a conflict of interest. Police Commission needed council approval to hire the outside council. Verbal okay had been given previously.

Lindemann/Garvin motion to approve hiring outside counsel for the Police Commission. All ayes. Carried.

Spring Clean up date was set for Saturday, May 5<sup>th</sup>.

Open Book was scheduled for Tuesday, April 24, 2018 from 4:00 pm-6:00 pm and the Board of Review date was set for Wednesday, May 2, 2018 from 5:30 pm-7:30 pm.

Garvin/Huber motion to disallow the claim for unlawful taxes for Mile Bluff Medical Center. All ayes. Carried.

Huber/Madden motion to approve operator's licenses for Stacey Novy, Cynthia Handland-Fitch, Jenna Parrish, Tracey Miller, Katelyn Lunde and Jeanne Drew. All ayes. Carried.

Klipstein/Garvin motion to approve expenditures. Roll Call. All ayes. Carried.

#### Reports:

Admin report – Carole presented her administrator's report. Presented information on Baraboo River Clean Up, Police Union Contract turned over to Tony, park fence was damaged and the cost to fix it is \$500-\$600.00, Auditors were here last week, closing went through for the old city hall-he hasn't applied for any loans yet, has been talking with Chamber of Commerce and they want to attend our next CDA meeting, discussed window displays in empty buildings, electric rate case was discussed, the Dollar General closing is tentatively scheduled for February 28<sup>th</sup>, Carole has asked the department heads to go over and update their Capital Improvement Plans and their Policies and Procedures, also looking into safety training-possibly with MEUW,

City Attorney Report- Nothing new to report. Garvin suggested that in April, after the election, there be a refresher for the council members on closed session, open meetings, walking quorums, etc.

CDA - Will meet March 12<sup>th</sup> and will discuss Main Street and Tailor Made.

Finance/Personnel – Will meet in April

Ordinance – None.

Parks – Met before tonight's meeting.

Streets – None.

Tourism – None.

Utility- Academy Street project

Fire and Ambulance – Meeting tomorrow night.

Library – Klipstein updated the council on the need to change the library hours. M-F 10:00 am-6:00 pm and Saturday from 10:00 am -1:00 pm.

Police – Spillman is here Thursday to go over any special reports we may want.

Next meeting will be on Tuesday, March 13, 2018 at 7:00pm

Klipstein/Garvin to adjourn

Lynn Thorson, Clerk