

These are the minutes of the Regular Session of the City of Adams, WI held on June 1, 2009 in the City Municipal Building.

Meeting was called to order by Council President LaQuee. On roll call were Alderpersons LaQuee, Manthey, Newberg, Robinson, Suhr, Attorney Pollex, Administrator Ellisor, Chief Hanson, and Street Superintendent Mead. Mayor Williams and Alderperson Jensen were excused.

***In absence of Mayor Williams, Council President LaQuee stated he will keep his voting rights and forgo his veto powers as Acting Mayor.***

**Motion by Newberg, second by Robinson to approve the minutes of the May 18, 2009 meeting as printed. Roll call vote, all voted aye.**

Petitions and Communications: None.

Report of Standing Committees:

**Policy & Procedure Committee:** (The Committee met May 21, 2009)

Discussion was held regarding Sellers permits. Tad Wormet voiced his concerns of the fee and requirements for anyone to come into the City and sell temporarily. Motions were made to table for time to obtain information from other municipalities.

Chief Hanson discussed and recommended changes to the Ordinance relating to All Terrain Vehicles and Off-Road Motor Vehicle Operation for enforcement reasons. He stated he will forward the changes to Attorney Pollex for review. Motions were made to table.

Motions were made to table Building Code Ordinance.

Administrator Ellisor discussed changes that are needed in the Temporary Structures Ordinance. He stated the ordinance permits a temporary structure for junk to be kept under. He recommended that Temporary Structures should be in the Zoning Code. He stated, in the zoning code, this would determine what type of structure can be constructed and for what purpose. Motions were made to table.

Clerk Winters presented an Identity Theft Prevention Program that was required by the Federal Trade Commission. The Red Flag Rule requires all utilities that regularly permit deferred payments to comply with this regulation. Winters explained the program includes policies and procedures for detecting, preventing and mitigating identity theft. Recommendations were made to approve the Identity Theft Prevention Program in compliance with the Federal Trade Commission.

Administrator Ellisor discussed the Resolution for use of time clocks by City employees. He recommended changes to the resolution for non-union employees. The Resolution should include "Use of time clocks for non-union employees shall be at the direction and discretion of the Administrator and/or Mayor". Recommendations were made to approve the change to the Resolution for non-union employees.

**Finance Committee:** (The Committee met May 26, 2009)

In petitions and communications, Administrator Ellisor discussed the closing of Rural Development.

Discussion was held regarding the budget. Also discussed was the 5% reduction in Shared Revenue for 2010 budget and how to maximize the ability to regain the lost funds.

Motions were made to pay the bills.

Report of City Officers:

**Administrator Ellisor:**

We are still in process of the application which includes Rural Development for Well #5. There are a couple minor items he has to supply the Rural Development agency and we should receive the final grant release draw of \$105,000 from the original project. This would close it out using 100% of the grant money that was earmarked for the project.

There was one million dollars set aside for staffing for the COPS grant. However, there are over seven million dollars in applications received. The Village of Friendship received notice from the Rural Development Attorney regarding a few items that need to be revisited and possibly revised. The contract was forwarded to the City Attorney and after his review, it will go to the Public Works committee for recommendation to Council.

**Attorney Pollex:** Reported there are two trials scheduled next, and he is reviewing the ATV ordinance changes. He has received calls and visits from concerned citizens regarding abatement actions. He has been working with Building Inspector/Zoning Administrator White on buildings that need to be razed. We are trying to do this with other non-conforming uninhabitable buildings, these are either in foreclosure or on the brink of foreclosure. We don't want to run into the situation that when someone buys these at a sheriff's sale, and then get upset at the City when we continue with the razing. Administrator Ellisor stated that the buildings are unoccupied and that is the best time.

**Chief Hanson:** Reported Memorial Day weekend was busy but overall not bad. The traffic enforcement was up, there were several violations of court orders, domestic calls, and disorderly people. The main squad is at Hill Ford for an air conditioning problem.

**Street Superintendent Mead:** Reported they have been busy grading alleys, brush pickup, sewer jetting, and today they began shouldering on one of the outlining streets. They sent out fifty-five grass mowing notices and needed to mow six of them. He is working on property maintenance violations, such as garbage being set out too early or items that will not be picked up by Solid Waste. He, Administrator Ellisor and Clerk Winters will meet tomorrow with two cleaning services to come in and give a bid for cleaning. He has been in contact with the Little League regarding the City's proposal.

**New and Unfinished Business:**

**Motion by Manthey, second by Newberg to approve the request by A-F Band Aid for closing of the 100 block of Goggin Street from 11:00 A.M. to 11:30 P.M. on September 19, 2009 as approved by Chief Hansen and Administrator Ellisor. Roll call vote, all voted aye.**

**Motion by Manthey, second by Robinson to approve issuance of licenses as follows:**

**Class A Fermented Malt Beverage and Intoxicating Liquors (carry-out only):**

SPENCER IGA, INC.; RICHARD WACHHOLZ, AGENT – D/B/A A-F COUNTY MARKET

PAMIDA INC.; KENNTH KACZMAROWSKI JR, AGENT – D/B/A PAMIDA #3186

KWIK TRIP, INC.; DOUG SCURTO, AGENT – D/B/A KWIK TRIP #774

ADAMS DELI & EUROPEAN SAUSAGE SHOP, INC.; WENDY SCHWEBLA, AGENT – D/B/A ADAMS DELI & EUROPEAN SAUSAGE SHOP

**Class A Fermented Malt Beverage (carry-out only):**

WISCONSIN RIVER COOP; TIM DIEMERT, AGENT – D/B/A CENEX PUMP 24

**Class B Fermented Malt Beverage and Intoxicating Liquors (consumption on the premises):**

CHERYL ANN FALK – D/B/A RANKS TAVERN & MUSIC EMPORIUM

MAIN STREET STATION, INC., KATHERINE CWIKLA, AGENT – D/B/A MAIN STREET STATION

ART MUESKE – D/B/A FIVE O'CLOCK SOMEWHERE

VFW POST 6279, ANGELA SUMMER, AGENT – D/B/A VFW POST 6279

**Temporary Class B Picnic/Gathering (Fermented Malt Beverage – consumption on premises):**

VFW POST 6279, ANGELA SUMMER, AGENT – D/B/A VFW POST 6279 FOR JULY 4, 2009

**Operator licenses:**

Paul T. Anderson, Victoria L. Anderson, Catherine A. Armstrong, Tamara C. Beck, Dawn Berge, Mary L. Brook, June A. Brown, Mary A. Browning, Sally J. Cavanaugh, Robert L. Corn, Ann M. Cwikla, Frank W. Cwikla, Michael W. Cwikla, Roberta M. Dye, Kevin A. Falk, Annette M. Foster, Zachary Fuller, Mary R. Garlock, Gary J. Habetler, Darin W. Hammond, Joseph T. Heboir, Daniel Hernandez, Denise L. Jackson, Tamara D. Kemnitz, Cheryl A. Kilps, Jami L. Komatz, Bev S. Kubinie, Helen E. Luke, Harold J. Maas, Christine R. Madero,

Megan A. Martz, Ben D. Moore, Margaret M. Morrow, Ann M. Pourchot, Melissah Sue Powell, Alan J. Rady, Melisa A. Ramsell, Mettja M. Roate, Joelle K. Rusch, Kathleen M. Salvo, Bonnie J. Schultz, Julie L. Schultz, Linda C. Sengstock, Gregory D. Siegler, Peggy L. Simmerman, Justin C.R. Smith, DeAnna A. Sparrow, Brenda L. Swanson, Jennifer M. Thrasher, Shawn J. Warczytowa, Margaret A. Williams, Janet L. Winters, Barbara A. Zirzow.

**Soda and Cigarette Licenses:**

As applied for to the Clerk/Treasurer

**Roll call vote, all voted aye.**

***Motion by LaQuee, second by Robinson to amend the Employment Agreement with the City Administrator omitting meeting pay to commence January 1, 2008 and change the commencement date to January 1, 2009.*** Manthey explained the personnel committee's recommendation. LaQuee stated meeting pay was offered in the past when meeting pay was given to Clerk Winters and Street Superintendent Mead, Administrator Ellisor refused it.

Administrator Ellisor explained that how it evolved was when it came up to the personnel committee, it was in the proposed contract agreement, on the same level as what the Department Heads were getting. It did get approved by the personnel committee however, subsequently stricken. It was involuntarily withdrawn, not requested. He believes the rationale for it was the bonus/merit pay that was granted in 2006 & 2007, he did not request the bonus. He feels the meeting pay may have been taken out in lieu of the bonus pay.

LaQuee stated that this meeting pay should have been brought up last year, not this year. Ellisor replied there was no opportunity to bring it up, it was reference in discussion, and it was basically ignored. ***Roll call vote: Robinson, Suhr, Manthey, Newberg – nay; LaQuee – aye.***

***Motion by Manthey, second by Newberg to approve agenda items 3 – 11 pertaining to the resolutions and contracts of the non-union employee's salary and benefits as presented at the May 18 meeting. Roll call vote, all voted aye. (Administrator and Department Head Contracts and Resolutions 2009-09R thru 2009-13R)*** (See Appendix B of Minutes Book for all Resolutions)

***Motion by Newberg, second by Suhr to adopt Resolution 2009-14R for the use and regulation of time clocks. Roll call vote, all voted aye.*** (See Appendix B of Minutes Book for all Resolutions)

***Motion by Manthey, second by Robinson to approve the Identity Theft Prevention Program. Roll call vote, all voted aye.***

***Motion by Manthey, second by Robinson to authorize the initiation of abatement of properties located at 550 W. Center Street and 112 N. College Street.*** Chief Hansen discussed the numerous violations and citations issued. Attorney Pollex discussed the steps of action that he will proceed with and stated that a family member will be meeting with him tomorrow. ***Roll call vote, all voted aye.***

***Motion by Robinson, second by Newberg to approve payment of bills. Roll call vote, all voted aye.***

***Motion by Newberg, second by Suhr to adjourn. Roll call vote, all voted aye.***

Janet L. Winters  
Clerk/Treasurer