

These are the minutes of the Regular Session of the City of Adams, WI held on November 15, 2010 in the City Municipal Building.

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

Jensen acknowledged he will keep his voting privileges.

Motion by Newberg, second by Suhr to approve the minutes of the November 1, 2010 meeting as printed. Roll call vote, all voted aye.

Petitions and Communications: Bev Ward and Joanne Sumpter, both Adams County Board Supervisors and members of the Public Safety and Judiciary Committee, addressed the Council with their concern that at the last public safety meeting Chief Hanson was present and informed us that he was instructed by the Mayor to look at the possibility of billing the county for police calls outside of the City for mutual aid. At the same public safety meeting Joanne asked if the County was billing the City for outside calls and the answer was no. They both agree that the administration cost for this to be implemented would be more than the payments that could be taken in. Joanne and Bev would both like to be notified if further action is going to be taken on this issue. Chief Hanson said he would keep them informed. Joanne commended Chief Hanson and St. Superintendent Mead stating they have been very easy to work with since she moved into the City. She also commended our Clerk's staff in the front office for putting up with our general complaints. The working relationship with these people has been tremendous and I have been very pleased with the services offered.

Lucille Davis spoke to bring the Council up to date on the celebration that the Adams County Historical Society has planned for 2012 in commemoration of the railroad coming to Adams. As the first scheduled train arrived on December 13, 1911, the commemoration will be called "The Coming of the Railroad and the Birth of Adams" in honor of the railroad being 100 years old. Most of the commemoration events will be held in 2012 and will include events centered around the birth of Adams and the railroad, including voices from the past stories, and an oral history booklet. There will also be a "Hobo" workshop where a "Hobo" quilt will be made. The real serious planning for this event will begin in March of 2011. Alderperson Baumgartner inquired if the City could participate. Mrs. Davis replied that of course you are most welcome to join us. The historical society is only putting on the events relating to the history, they do not do things like fireworks and dances that are normally connected with this type of centennial celebration.

Report of Standing Committees:

Finance Committee: (11-3-10)

In petitions and communications a discussion was held regarding pick up of the new truck for Public Works.

2010 Budget is keeping in order with the current percentages. A discussion was held regarding the proposed 2011 Budget and that another meeting needs to be scheduled to go over the final figures.

Finance Committee: (11-11-10)

2011 Budget is satisfactory so far.

Personnel Committee:

Motions were made to Adjourn from Open Session and Reconvene in Closed Session to Consider Compensation or Performance Evaluation Data of City Administrator, Department Heads, and Non-Union Positions – SS 19.85(1)(c). All voted aye.

The Closed Session was called to order. On roll call were the members listed above.

Employee resolutions and contracts were discussed. A closed session of the Council will be held December 6, 2010. Administrator Ellisor will comprise wage comparisons, percentages, and budget information.

Policy & Procedure Committee:

In Petitions and Communications a discussion was held on the Section number amendment for Ordinance 15-2010 that will be presented to Council November 15th. Council passed Ordinance 12-2010 on November 2nd.

Recommendations were made to make the changes to the Fee Schedule Resolution for Administrative Services Fee for Delinquent Charges applied to the tax roll and Copy Fees. Discussion was held on the State Statute Designed for Public Utility Charges.

Recommendations were made to approve Ordinance 13-2010 Regulating Synthetic Cannabinoid Prohibited. (A copy of the Fees Schedule will be attached for Council.)

Motions were made to table creating Handbills to the Public Nuisance Affecting Peace and Safety Ordinance until further Citizen Complaints.

Recommendations were made to approve Ordinance Regulating Park Hours.

Public Safety Committee:

Discussion was held regarding the radio station wanting to purchase lot behind his building.

Motions were made to approve the Building Inspector's Report.

No discussion was held relating to Municipal Court.

Discussion was held regarding the increase in thefts from vehicles at night. In the City there is a home that is being used to house individuals coming out of corrections. They are under very strict rules and no sex offenders will be staying there.

Motions were made to approve the Police Report.

Discussion was held regarding the purchasing of a new squad for the police department. The amount budgeted is \$31,000 in capital outlay. The purchase price should come in below that. More information will be brought back at the next meeting.

Public Works Committee:

A discussion was held relating to the Burt Morris Park bridge.

A discussion was held relating the Well #5 – SDWLP Project and that we are waiting for approval to use funding from Well #5 to refurbish Well #4.

A discussion was held relating to the South Business Park – EDA Projects.

It was a consensus of the Committee to Approve Proposal to Install Concrete Sidewalls for Salt/Sand Storage.

It was a consensus of the Committee to Approve Proposal to Install Structure for Salt/Sand Storage.

It was a consensus of the Committee to Approve Purchase of Truck Plow from A-F Motors for \$5174 and V-Box Salt/Sander from Fenner's for \$5700.

A discussion was held relating to the Five Year Capital Equipment Plan and that everything looks good.

Fire District:

Motions were made by to approve the Finance Report.

A discussion was held regarding the district agreement.

Chief's Report: There were 9 calls since the last meeting. A discussion was held regarding the agreement with Friendship to lease bay for \$1.00 a day. The trucks were tested and all were okay. There was a recall on 312 and that was repaired. There was 8 hours of training on November 13th. Seven truck bids were received and Dale Riechoff's bid was accepted for \$4251.50.

Report of City Officers:

Administrator Ellisor: Reported that additional information has been sent in to EDA as requested. EDA must still review this information plus the work specifications and the plan specifications. It is still uncertain as to when this all will be approved. A few months ago we thought it would have been approved by now. The SDWLP additional funds that are available that were to be used for back-up power to Well #4, rehabbing Well #4, decommissioning Well #2 and purchasing two chemical scales have been approved but the process for procurement has a few more steps than we thought we initially had to do. But, they're certainly still online with just a few more paperwork hold-ups. We are close to finalizing the budget. The budget hearing will be held on December 6th at 5:30 p.m. If anyone has any questions, please feel free to get a hold of me.

Chief Hanson: Reported that winter parking regulations are now in effect. The paper, radio station, and channel 4 have been asked to post the winter parking hours. Parking regulations begin at midnight to determine even/odd parking assignments. The parking regulation ends at 8:00 a.m., so whatever the date is after midnight determines which side of the street you should park on. People should also be aware of snow emergencies which could be declared. During a snow emergency, parking is not allowed on the streets until the emergency is lifted. We received a total of 142 applications for the open position. Only one part time officer has sent a letter of interest for this position. Of the 142, 123 will test and 19 applications were rejected for various reasons. Those who are testing will be notified by Wisconsin Personal Partners, the company conducting the testing. The test date is December 11th at several locations throughout the State. I will discuss the hiring process during new business.

Street Superintendent Mead: Reported that sewer jetting is about half done. The east side is almost completed and we will be starting on the west side tomorrow. The west side involves the main line down Highway 13 where he will have to utilize at least 3 of the crewman because of potentially hazardous traffic conditions. Hopefully this can be completed in a day, or day and a half. Christmas decorations were put up today to take advantage of the nice weather since Thanksgiving is only two weeks away. We always like to have them up before Thanksgiving. Reported he has been doing a lot of prep work on the salt self storage facility. If Council takes action on this tonight in new business, the call can be made tomorrow morning to get things going. There will be a lot of work, but is confident we still can get it done this fall. The leaf vac will be out one or two more times before it is put away for the winter. He is hoping to pick up as many leaves as he can this fall, as it is easier than doing it in the spring when they are all matted down and it takes a lot longer.

New and Unfinished Business:

Administrator Ellisor informed the Council that as this property fell into bankruptcy, ownership has now been transferred. What also needs to be transferred is the Wastewater

Agreement that the former Northern Bay had with the City of Adams. That agreement was also in place with Naterra Land as they utilized the sewer collection system, that seven mile long transfer line, and had an agreement with the amount of capacity available. Those agreements currently with the City are with Northern Bay and Naterra Land and we need to transfer the names and titles to these two new organizations. These transfers are conditional on the township approving and adopting this Intergovernmental Agreement as well. Acting Mayor Jensen questioned if there should be any action taken by Council tonight. Administrator Ellisor responded yes, we are looking for approval of these transfers. In talking to the attorney, I believe the motion can be raised pretty much similar to how it's typed on the agenda. I think it would be best to treat it as two motions. The first would be Approve Assignment of Wastewater Agreement from Naterra Land, INC. to Timber Shores Community Association LTD. And the other motion would be Approve Assignment from Northern Bay to Castle at the Bay, LLC Conditional Upon Approval of the Intergovernmental Agreement by the Township. **Motion by Scott, second by Baumgartner to Approve Assignment of Wastewater Agreement from Naterra Land, INC. to Timber Shores Community Association, LTD. Roll call vote, all voted aye.**

Motion by Scott, second by Newberg to Approve Assignment from Northern Bay to Castle at the Bay, LLC Conditional Upon Approval of the Intergovernmental Agreement by the Township. Roll call vote, all voted aye.

Acting Mayor Jensen read the Mayoral Proclamation from Tree City USA Proclaiming Monday, November 15, 2010 as Arbor Day.

Chief Hanson explained that the Administrative Services Fee for Delinquent Charges Applied to the Tax Roll will be \$25 and the Copy Fees will be \$0.25. **Motion by Suhr, second by Baumgartner to Adopt Resolution No. 2010-10R to Adopt the Changes to the Fee Schedule Resolution for Administrative Services Fee for Delinquent Charges Applied to the Tax Roll and Copy Fees. Roll call vote, all voted aye.**

Motion by Newberg, second by Scott, to Adopt Ordinance No. 15-2010 Relating to Regulating Harboring of a Minor. (Chief Hanson said this is Amending and Recreating the Section Number 15 of Title 11, Chapter 2, Ordinance 12-2010 passed by Council November 2, 2010, creating 11-2-15) **Roll call vote, all voted aye.**

Motion by Newberg, second by Suhr to Adopt Ordinance No. 13-2010 Relating to Regulating Synthetic Cannabinoid Prohibited. Chief Hanson explained this is a new creation to our ordinance to prohibit synthetic cannabinoid which is basically a synthetic, artificial marijuana that's hitting our community. **Roll call vote, all voted aye.**

Aldersperson Newberg explained to the Council that previously parks were closed from 10:30 pm to 5:00 am. They are now changing over to from sunrise to sunset is open and closed from sunset to the next morning. **Motion by Newberg, second by Suhr to Adopt Ordinance No. 14-2010 Relating to Regulating Park Hours. Roll call vote, all voted aye.**

Aldersperson Newberg questioned whether there was more than one bid for the purchase of the truck plow and the v-box salt/sander equipment, and if so, shouldn't Council be able to see all of the bids. Jensen said the copies that Council have are for the bids recommended by the Public Works Committee. Newberg reiterated that she feels all Council members should see all bids as they are ones that are to make the decisions. Administrator Ellisor also said there were three bids for each item and that Council can obtain a copy of all the bids at any time. **Motion by Scott, second by Suhr to Approve Purchase of a Boss 9'2" FXT Snow Plow from A-F Motors for \$5,174 and a Swenson MDV 944EST B S Salt/Sander from Fenner Excavating for \$5700. Roll call vote, Scott, Suhr, Baumgartner, Jensen - yes. Newberg - no. Motion passed.**

Administrator Ellisor informed the Council that there were three bids received for the concrete side walls of the salt storage structure, the low bid being from Patten Enterprise at \$8915. Of the other bids, one came in many thousands over, and the other was received too late. **Motion by Suhr, second by Scott, to Approve Proposal from Patten Enterprise, LLC to Install Concrete Sidewalls for Salt/Sand Storage for \$8915.** Newberg again said that all of the Council members should be able to see all the bids before making a decision. **Roll call vote, Suhr, Baumgartner, Jensen, Scott - yes. Newberg - no. Motion passed.**

Motion by Suhr, second by Baumgartner to Approve the Proposal from ClearSpan Fabric Structures to Install the Shelter Structure for the Salt/Sand Storage for \$20,727. Administrator Ellisor said there were only two bids as there is a very limited field of players for this type of structure. He apologized for not having copies of both bids for Council. The proposal from the other company was for a similar structure, however, the price was quite a bit higher. **Roll call vote, Jensen, Scott, Suhr, Baumgartner - yes. Newberg - no. Motion passed.**

Chief Hanson stated Mayor Williams wanted him to address the Council in regards to the procedure for hiring the new officer. First of all, applications were due at the department on November 12, 2010 by 4pm. Those who are going to be tested they will be sent to the testing center on November 18th. The actual testing date is December 11th. Test results should be back at the department the week of December 20th. The Personnel Committee will meet on December 28th to review the top 25 from the testing and select up to 10 to be interviewed. If a person drops out of the selection process the committee must prioritize who would be next on the list. So, all applicants must be numbered 1 to 25. If the committee wishes, they may look beyond the top 25. This is a committee decision. The first interview panel, to be held in the first week of January, will consist of law enforcement professionals who will narrow down the field to 5 to be interviewed by the Personnel Committee. Tentative date for the Personnel Committee will be January 10, 2011. From that committee, they will provide two or three names to me to be interviewed again. I will schedule this during the week of January 10th to meet with those individuals. From that interview, the applicant will be offered the position contingent upon passing his/her background investigation, physical, drug screen, and psychological. The background investigation will be conducted by the Adams County Sheriffs Dept. Sheriff Elect Wollin has agreed to assist us on this. The background investigation can take up to two or three weeks to complete. Depending on the qualifications, experience and such of the person, that will determine when the person can start to work on their own.

Motion by Suhr, second by Baumgartner to Approve Payment of Bills. Roll call vote, all voted aye.

Motion by Baumgartner, second by Scott to Adjourn. Roll call vote, all voted aye.

Meeting adjourned at 7:10 p.m.

Respectfully Submitted,
Jeanne G. Gostomski
Deputy Clerk/Treasurer