

These are the minutes of the Regular Session of the City of Adams, WI held on May 21, 2012 in the City Municipal Building.

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

The Pledge of Allegiance was recited.

Council President Kierstyn stated he would retain his voting privileges for this meeting.

**Motion by Scott second by Marti to approve the minutes of the April 30, 2012 meeting as printed. Roll call vote, all voted aye.**

Petitions and Communications: None.

Report of Standing Committees:

Adams County Fire District:

Chief's Report: There were 10 calls

A discussion was held regarding how to get water out of Easton Pond.

Motions were made to accept the bid of \$2000.00 for truck 342 (1986) and to replace it with a 2006 one for \$19,589.00.

Motions were made to use \$2000 to get a topper for the new 342 truck.

A discussion was held regarding the fire station proposal and no action was taken.

Main Street Revitalization Committee:

Appoint Chairperson of Revitalization Committee – Gordy Whitemarsh nominated Joe Kierstyn for Chairperson of the Main Street Revitalization Committee. There were no other nominations.

Motions were made to appoint Joe Kierstyn as Committee Chairperson.

Review/Recommend Consultant Proposal – John Iacoangeli of Beckett & Raeder, Inc. presented and reviewed the proposal for Main Street planning services and economic development strategy with the Revitalization Committee. Mr. Iacoangeli outlined the detailed market analysis study that would be an integral part of the process. Also discussed was the extensive community outreach and engagement that is essential to a successful strategy. Discussion ensued amongst the Committee and an overall consensus of support for the planning effort was expressed.

Motions were made to recommend approval of the Downtown Development consultant proposal provided by Beckett and Raeder Inc. for an amount up to \$30,000.

Personnel Committee:

May 16, 2012 – Motions were made to Adjourn from Open Session and Reconvene in Closed Session to Review Contract Proposals for Contract Negotiations between the City of Adams and Adams Professional Police Association – Law Enforcement Employee Relations Division – SS 19.86. A discussion was held.

May 21, 2012- Discussion was held regarding hiring Rose Donahue for the Confidential Assistant position in the Police Department. The terms of employment included starting pay of \$13.75 per hour and 30 hours per week (3/4 position). There will be no health insurance or retirement benefits available, however, there will be pro-rated holiday, vacation and sick pay.

Motions were made to hire Rose Donahue for the Confidential Assistant Position in the Police Department.

Public Works Committee:

Discussion Relating to Water Utility Operations – Glenn Falkowski, DNR Water Engineer Mr. Falkowski addressed the committee regarding the status of the water utility and its operation. Mr.

Falkowski noted that he oversees water utilities in five counties and has monitored the City of Adams system for over 25 years. He explained that four years ago the utility operations were substandard and important maintenance and quality management areas were being neglected. Mr. Falkowski added that since then, the City's water utility operations and quality control have vastly improved and consistently meets set standards. Mr. Falkowski gave much credit to the efforts of Bob Berry for attaining the higher level of operating standards. He commented that the DNR will soon have electronic records reporting in place so having utility monitoring equipment, reports and records and web access all at one site, like the well-house, is logical. Mr. Falkowski stated he did not feel the City was at all over-staffed and having support staff trained and able to step in when needed is advisable. Millions of dollars have been invested into the water utility and its infrastructure over the past six years and it is an exemplary system. Mr. Berry stated that he would encourage Council and Committee members to visit and tour the utility operations.

Public Works Department Activity – Plans are in place for Centennial Banners to be installed the week of May 16<sup>th</sup>.

Discussion Relating to Capital Projects – Alley Paving and Holtz St. – Ad for bids went out this week and bids are expected from Scott Construction & Gasser. Bid opening to take place at MSA offices.

Discussion/Recommendation – Mower Replacement – Superintendent Mead presented bids for commercial mowers with bagger. Bids for comparable mowers were from Country Sports for a Gravely mower at \$5,294.00 and John Deere at \$11,200.00 were presented and discussed.

Recommendations were made to purchase the Gravely Mower from Country Sports for \$5,294.00. Discussion/Recommendation – Plow/Dump Truck Replacement – Administrator Ellisor advised that there may be potential grant funds from Rural Development to assist in the purchase of a replacement plow/dump truck. It was recommended that the vehicle search be put on hold so the grant possibility can be pursued.

Discussion Relating to South Business Park – EDA Project – Everything is in place – Utility materials have been delivered. Notice to Proceed has been issued to the Contractor. The meeting for pre-construction will be set for mid or late May.

Discussion Relating to Tree Nursery – DNR Forestry Director Don Kissinger visited the tree nursery site for Arbor Day Recognition. He stated that an extraordinary job had been done with the tree nursery and gave high marks to Terry McConnell, Dave Mead and the Public Works Crew. Materials and supplies for the nursery came in under \$1,000 and the project will be featured at the June Community Tree Management Institute in Stevens Point.

Discussion/Recommendation - Wellhouse #2 Removal & Re-roof of WWTP Lab Building – Office Building.

Recommendations were made to accept a proposal from Fenner Excavating in the amount of \$1,250.00 for excavating and taking away concrete.

Recommendations were made to accept a proposal from Osborn Contractor in the amount of \$3,600 for re-roofing the Wastewater Treatment Plant lab buildings.

Report of City Officers:

Kierstyn inquired if the flower barrels had been placed out on Main Street. St. Superintendent Mead said they are going out tomorrow. Ten flower buckets from the school will be placed in a gridlock on Main Street.

**Administrator Ellisor:** Reported the pre-construction meeting for the EDA Project will be held tomorrow morning in the Council Chambers at 10:00 am.

**Attorney Pollex:** Reported it has been a long week of returns. Follow up letters were sent out last week. He has been working with Bob White on City issues.

**Chief Hanson:** Reported one officer is off of work for two weeks due to a non-work related injury. He is sending Officer Lucas to advanced training on drug impaired driving. The training is in Madison and he will be certified as a Drug Recognition Officer and will be able to come back and train the department. He has a DOT engineer scheduled to come to the June meeting of the Safety Committee to discuss the Main Street project. He would highly recommend all council members to attend to address any ideas and concerns. No decisions will be made at this meeting. After discussing the schedule of the DOT engineer, it was decided to schedule the next Safety meeting on June 19<sup>th</sup>.

*New and Unfinished Business:*

**Motion by Manthey, second by Jensen to Approve Agenda Items 1-5 (Waiving of Park Fees for Burt Morris Park and Lions Park, Temporary Class “B” Special Picnic License, Street Use Permit for Goggin Street, Waiving of Soda License Fee for All Vendors, and Service Organizations/Clubs Application to Consume Alcohol) all pertaining to the Centennial Celebration.** Suhr questioned if there would be any problems with alcohol consumption on Main Street. The Chief replied that he and Pollex came up with an application process and there is such a limited time frame that he doesn’t foresee much of a problem with it. What we are actually looking at is along Main Street from June Street to State Street. So, anywhere on Main Street from June to State Street would be okay to consume alcohol. Then, W. Goggin to Oak Street to Grove Street and Main Street, basically the Car Show location. Marti questioned if there was a problem with any of this. The Chief responded that we will have a very tolerant level, however, how we deal with people and how they deal back with us will probably set how we are going to dictate what is going to happen. At this point, I see no problem with it. **Roll call vote, all voted aye.**

**Motion by Scott, second by Marti to Approve Resolution 2012-08R Appointing Rose Donohue to the Police Department Confidential Assistant Staff Position.** Administrator Ellisor read a portion of the 2012-08R. **Roll call vote, all voted aye.**

Street Superintendent Mead explained the south side of the WWTP lab building roof is about shot and the storage building also needs to be re-roofed as it is utilized frequently to store equipment and such. The rest of the buildings are fine and the shingles should last another ten years. There were two bids from local contractors and the committee decided to go with the cheaper bid, Osborn Construction for \$3600.00. **Motion by Manthey, second by Suhr to Approve the Re-roof at the Wastewater Treatment Plant Buildings by Osborn Construction for \$3600.00. Roll call vote, all voted aye.**

Street Superintendent Mead stated that buying a bagger mower was brought up at one of the Public Works meetings 4-5 months ago. The one John Deere was purchased back in 2001 and it’s old but still cuts. It is kept at the WWTP to mow the grass there but can be brought out if it is needed elsewhere. The other mower was purchased in 2005 and is still a pretty sound machine. The reason we were looking for a mower with a bagger is we have more areas in the City, the mound at the Industrial Park, Lyons Park, Burt Morris Park, to mow and it will be a lot nicer looking. He got two different estimates. The first was a John Deere because of the way our other one handled throughout the years and then we came up with this Gravely. The Gravely was about half the cost of the John Deere. We actually have that machine down at the shop for a week testing it out. It is a fine machine and is very comparable to the John Deere. Administrator Ellisor stated that the Gravely is actually an Ariens. Mead agreed and stated he did some research with different people that do a lot of commercial mowing and they would greatly recommend this mower. **Motion by Manthey, second by Scott to Approve the Purchase of the Gravely Lawn Mower from Country Sports not to exceed \$5300.00. Roll call vote, all voted aye.**

**Motion by Scott, second by Manthey to Approve Main Street Planning Proposal from Beckett & Raeder, Inc. not to exceed \$30,000.00.** Administrator Ellisor stated there was some very good discussion with regards to the planning services that would be offered. There's certainly proof that some valuable information will come out of this because of the great deal of time and expertise that goes in to the market analysis part of Main Street. There was some very intensive research done to try to get a significant understanding of the character of downtown. The boundaries of the study are not necessarily limited to the City limits or Main Street but reach far beyond that. There is a great deal of outreach with this program and a great deal of enlisting people's participation. The committee is extremely enthused about proceeding with this. Kierstyn stated that this is a strategy for economic development which is pretty powerful. Ellisor continued that Beckett & Raeder take a great deal of pride in learning about the community because they don't come in with conclusions; they come in with the purpose of gathering information. Marti added that it is a huge investment for our City, but in the long run gives us direction or guidelines to go forward. **Roll call vote, all voted aye.**

Discussion was held on combining or changing of the June 4<sup>th</sup> meeting due to the Election on June 5<sup>th</sup>. Administrator Ellisor stated he didn't think there would be a problem in combining the June 4<sup>th</sup> meeting with the June 18<sup>th</sup> meeting. If anything pertinent came up, we could call a special session. **Motion by Manthey, second by Marti to combine the June 4th regular session with the June 18th regular session and to leave it open to call a special meeting if needed at that time. Roll call vote, all voted aye.**

**Motion by Jensen, second by Suhr to pay the bills. Roll call vote, all voted aye.**

**Motion by Scott, second by Jensen to adjourn. Roll call vote, all voted aye.**

Respectfully Submitted,

Jeanne G. Gostomski  
Deputy Clerk/Treasurer