

These are the minutes of the Regular Session of the City of Adams, WI held on September 4, 2012 in the City Municipal Building.

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

The Pledge of Allegiance was recited.

Motion by Jensen, second by Kierstyn to approve the minutes of the August 20, 2012 meeting as printed. Roll call vote, all voted aye.

Petitions and Communications: Bev Ward thanked the Council, Chief Hanson and Street Superintendent Mead for their action taken to her previous complaint. She stated the property has improved and realizes it can not be done overnight. Alderperson Marti questioned the new business south of the tracks and stated the Council should be assisting businesses. He stated that they have expressed interest in obtaining a license. He would like the City to contact the owner that has a license that is not utilized and to find out the status of it. He believes the City should assist them in obtaining a liquor license. Mayor Baumgartner stated that it has been brought to our attention and we are doing research on it. Administrator Ellisor stated that he is learning how that works and getting information. Alderperson Kierstyn stated that there are legal definitions to look up, but there are some other possibilities and that has to do with how things are worded and how they are structured as far as the additional liquor licenses. Manthey questioned if we need additional licenses. Kierstyn stated if the one doesn't become available, then yes we do. There are circumstances to allow you to obtain them and has to do with how the establishment is together and how many people they are serving. There is a long list of possibilities. It would have to go through the State, but there are routes that we can take. He said that he can talk to the owner of the license that is not being utilized.

Report of Standing Committees:

Finance Committee:

Discussion/Recommendation Relating to the 2012 Capital Project Budget(s): The estimate for adding four additional alleys to the alley paving project is \$28,000. The additional paving work is forwarded to the Public Works Committee for review and recommendation. Additional paving work could potentially be completed in October. The Administrator presented a summary of expenditures to date for the EDA South Business Park project. Reimbursement request is being prepared for submittal to EDA.

Discussion/Review of Railroad Centennial Event: A financial summary was presented. After another two months or so the Railroad Centennial "events account" will be evaluated for reimbursement of funds to TIF #3.

Review 2012 Budget Revenues & Expenditures: Most expenditure items are in line with budget projections for the first 8 months. Conference and training expenses were discussed. Marti and Manthey recommended that training and education expenses be reimbursed to the City should an employee leave their position before a certain period of time. The Administrator presented a summary of the Draft 2011 Audit Report. It's anticipated that the Audit report would be presented at the September 17th Council meeting.

Policy & Procedure Committee:

Discussion/Review of City Policies: A discussion was held regarding the status of the re-codification of the City's Ordinance book. It was noted that the Special Events portion of the City Ordinance needs review and revised to be more accommodating.

Mayor Baumgartner provided an example of a “Rules of Conduct” policy for elected officials and recommended that the sample policy be reviewed as an example for the City of Adams to follow.

Kierstyn introduced the concept of a health improvement or health maintenance plan for City employees. The Administrator stated that health plan or program opportunities will be researched.

Report of City Officers:

Mayor Baumgartner: Reported she went to Rock Tenn’s second shift celebration. They celebrated over one thousand days of safe work without any reportable injuries. The Revitalization Leadership Committee strategic planning meeting will be on September 18 at the Community Center.

Administrator Ellisor: Reported he and the Mayor will be attending the Adams County Economic Development Commission on September 13. They will discuss our plans for the South Business Park. They requested this in writing however this could be an exclusionary impression. If we have designs for agri-business whether it is cheese processing, grain production or canning, or if a party is interested in putting in a conveyor belt company, we will not exclude that option. We relish the flexibility and it works better for us and having the railroad access we want them to fully understand that. The health improvement plan mentioned in the Policy minutes he has been working on with Dave Mead. Dave has had good suggestions such as, if our employee base is too small for the health improvement plan that we could partner with the County. Dave has some contacts with the County and will look into partaking with them. The auditor will be at the September 17 Council meeting for the 2011 audit report.

Chief Hanson: Displayed the plaque that was presented to the County DEC Team. Reported that Take Back for medication will be September 29 from 10:00 A.M. to 2:00 P.M. at the City Municipal Building and liquid medication will be accepted. Officer Swearingen has completed and certified for in use of radar and lidar speed measurement. Officers are patrolling school zones now that school has started. Public Safety meets tomorrow night at 5:00 P.M.

New and Unfinished Business:

Motion by Manthey, second by Suhr to Approve the 2013 Adams Fire District Budget and Allow the Representative to vote on behalf of the City. Roll call vote, all voted aye.

Motion by Suhr, second by Kierstyn to Approve the Attorney Client-Agreement with Mark Thibodeau as City Attorney. Roll call vote, all voted aye.

Motion by Marti, second by Jensen to Authorize Issuance of Operators License to Natalie Kaehler, Renee A. Abusaid, Corrina A. Komatz and Chelsea M. Zant. Roll call vote, all voted aye.

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

Motion by Marti, second by Kierstyn to Adjourn. Roll call vote, all voted aye.

Respectfully Submitted,

Janet L. Winters, CMTW, CMC, WCMC
Clerk/Treasurer