

These are the minutes of the Regular Session of the City of Adams, WI held on November 19, 2012 in the City Municipal Building.

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

The Pledge of Allegiance was recited.

Motion by Jensen, second by Suhr to approve the minutes of the November 5, 2012 meeting as printed. Roll call vote, all voted aye.

Petitions and Communications: None received.

Report of Standing Committees:

Main Street Revitalization:

Presentation and Review of Main Street Marketing Analysis and Data & Review of Draft Downtown Economic Revitalization Strategy: A binder compilation of the Main Street Market Analysis and Economic Revitalization Strategy was distributed to committee members. A power-point overview of the physical design and economic development elements of the plan was provided by John Iacoangeli and Kristi Summers. Upon review by the Committee, there was general consensus that the design and development strategy was well suited for the City of Adams Main Street. There was also concurrence that the plan was ready for public presentation and the date for presentation at the Adams Community Theatre was set for December 17, 2012.

Policy & Procedure Committee:

Discussion/Review of Code of Ordinances: Attorney Harvey reviewed the preliminary codification of ordinances.

Discussion/Recommendation Relating to Professional Conduct Policy – Elected Officials: No discussion was held.

Discussion/Recommendation Relating to Noise Ordinance: No discussion was held.

Fire District:

Motions were made to approve the Finance Report.

Chief's Report: There were 11 calls. Two trucks failed the vacuum test but will be repaired. Received check from the Easton White Creek Lions for \$400.00. Water procurement at Easton Dam is proceeding. Reported an injury resulting in loss time to a fireman while on duty.

Public Safety Committee:

In Petitions and Communications Chief Hanson presented a note that was posted to a utility pole on Park Street. The note from the "Tax Payers Revolution" stated if a Performing Arts Center came to town they would be the first to break a window in the center.

Discussion Update Relating to Hiring Part Time Officers: Chief Hanson presented two applicants who are currently in the approval process. Each applicant's information was presented to the committee to review.

Discussion Relating to 2013 Public Safety Budget: Chief Hanson advised the committee that the preliminary budget numbers indicate that there would likely be shifts not covered during the 2013 year. Because of this the Adams County Sheriffs Office would cover the calls in the City when there was not a City Officer on duty. Administrator Ellisor advised the committee that the Police Department operation is solely based on shared revenue and the tax levy. Since the State

only allows a certain increase, cuts would have to be made to be within the spending limits set by the State. The only way to go above those limits is by a referendum. Chief Hanson pointed out that the County is not obligated to have a deputy in the City and that the City would be handled the same as every other community in the County.

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

Motions were made to approve the Police Report.

Public Works Committee:

In Petitions and Communications Street Superintendent Mead reported that the first reimbursement from EDA funds has been processed and the anticipated draw is \$348,000.

Public Works Department Activity: It was reported that the Leaf Vac is down and repairs are estimated to cost approximately \$3,000.00. Leaf collection season is still underway so repair of the Leaf Vac is a priority. The bucket truck has been immediately put to use. Street banners have been removed and the Christmas decorations have been installed. Additional repairs are needed on street lighting.

Discussion Relating to Capital Projects – Alley Paving and Holtz St.: Paving of the additional alleys is complete and minor finish work remains.

Discussion Relating to Waste Water Treatment Agreement with Castle at the Bay Association (Northern Bay): The updated Intergovernmental Agreement has been approved by Strongs Prairie and will now be forwarded to City Council for approval.

Discussion Relating to South Business Park – EDA Project: The project is complete with only final restoration remaining.

Finance Committee:

Discussion/Review – 2013 F.Y. General Fund Budget: The General Fund Budget was reviewed by Committee. A balanced budget plan was presented which included a slight reduction in the City property tax mill rate.

Review 2012 Budget Revenues & Expenditures: Revenues and expenditures are progressing as anticipated. (10-30-12)

In Petitions and Communications Marti voiced objection over any City funds being utilized for an employee Christmas gathering.

Discussion/Review – 2013 F.Y. General Fund Budget: Administrator Ellisor presented an overview of the proposed 2013 Comprehensive Budget. The review outlined how each of the City Fund budgets would financially inter-work and affect cash flow projections. City funds reviewed included the General Fund, Water and Sewer Fund, TIF #2 & #3 and Debt Service Schedules.

Notice for the Budget Hearing was has been published and is scheduled for the December 3, 2012 City Council meeting.

Discussion/Recommendation – Computer Upgrades: No action was taken on the Clerk's office computer upgrade. (11-14-12)

Marti commended Administrator Ellisor on the good job he has done on the budget. He then stated he would like to discuss this Christmas gathering. Mayor Baumgartner responded that it is not on the agenda but she would say that no tax payer money would be used.

Report of City Officers:

Mayor Baumgartner: It has been a very busy past couple of weeks. We did attend the Strongs Prairie meeting and we will address the agreement in new and unfinished business. We received a thank you and a donation from the Adams County Fair for the use of the bleachers from Burt

Morris Park. We have an arrangement with them for the use of the bleachers and they have parts for fixing. It is a nice collaboration. We received a big thank-you and a little packet of thank you's from the Girl Scouts for Chief Hanson doing a Halloween Safety class. We have been going to a lot of meetings trying to get the budget together. The City Revitalization Meeting went very well. She invites everyone to attend as it is just not for committee members. The Village of Friendship has also shown some interest in the City Revitalization. There is going to be a lot of things going on and we have funding for this. It is not going to be a tax payer burden.

Administrator Ellisor: Reported that there is a lot of energy going on with the Downtown Revitalization. We held a program for the employees where the consultants came in and presented the employees with some of the revitalization ideas. That program was very well received with a lot of good feedback. The road to potential success for the Revitalization is to involve the public and the state. We are now in the development of ideas process. When it comes to putting work clothes on the City is fortunate because there is a very good finance mechanism in TIF 3. It can pretty much power any project or program that is undertaken. Once there is an agreed upon vision by the community, the TIF Plan would have to be shaped to match up with that vision before any City funds can be applied to it. That is a process in it self. It also involves the schools and the county to be supportive as well. As far as a TIF goes, they are a use it or lose it type of proposition. If you don't use the funds that are generated in the TIF within its lifespan, it just goes away. At the same time, using the TIF funds doesn't increase the tax rate. So, the funding mechanism that we are looking to accomplish this rather lofty goal is something that is not going to hamstring the taxpayers. However, it still must be utilized wisely to accomplish the goal. He referred Council to the copy of the notice that was put in the paper, which is the annual publication that goes in the paper for the public hearing for the 2013 budget. Early on in the process, the Mayor made it quite clear that it is a high priority on holding the line on taxes and utility rates as well. He feels we came up with a very good budget plan that is responsible but yet at the same time does not increase rates or jeopardize any long term future of the City's operating funds or utilities. We are faced with a lot of the same dilemmas we have in years past. Our State Shared Revenue, which is the biggest source of our operating revenue in the general fund, stayed the same as last year. At the same time our tax levy decreased by almost 2%. The proposed mill rate for this year is \$4.27 which means that it is \$4.27 for every \$1000 in property value. The mill rate for last year was \$4.33 so there is a \$0.06 decrease in that rate. There is no guarantee that we can do this every year which has been discussed in committee. We are discussing cash flow projections to get some idea as to at what point we want to start evaluating options closer. He commended the finance committee members as they also did double time on meetings as well and in the end it proved to be worth it. Marti again commended the administrator and the mayor on a job well done.

Chief Hanson: Reported the department is scheduled for training on the new records system the week of December 10th. The County is providing the training along with Spillman. He will be meeting with IT staff Wednesday morning. The narcotic training scheduled for December 12th is full. Due to that fact, the class has been moved to the community center. He and Sheriff Wollin met with all 5 of the 4th grade classes and presented personal safety and drug safety booklets to them. There is an essay contest again this year with a pizza party to the winning class. He would like to remind the residents that winter parking is in effect.

New and Unfinished Business:

Administrator Ellisor explained that as Timber Shores LLC and Castle at the Bay, LLC are City sewer customers, if there was a default in the utility payment we would notify Strongs Prairie and they would put it on their property tax roll as a tax lien and it would be collected that way. The property that the lien would be against would be the club house and the golf course property

that is assessed at just over two million dollars. **Motion by Marti, second by Jensen to Approve the Intergovernmental Agreement with Strongs Prairie – WWTP Services. Roll call vote, all voted aye.**

Motion by Scott, second by Marti to Approve the Issuance of an Operator License to Debra L. Beckman. 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 Scott, second by Jensen to Adjourn. Roll call vote, all voted aye.

Respectfully Submitted,

Jeanne G. Gostomski
Deputy Clerk/Treasurer