

These are the minutes of the Regular Session of the City of Adams, WI held on February 18, 2013 in the City Municipal Building.

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

The Pledge of Allegiance was recited.

**Motion by Jensen second by Kierstyn to approve the minutes of the February 4, 2013 meeting as printed. Roll call vote, all voted aye.**

Petitions and Communications: None.

Report of Standing Committees:

**Personnel Committee:**

Committee members reviewed a letter of recommendation for a post-hire wage adjustment from Officer in Charge, Mark Klaus. Recommendations were made to Approve Wage/Salary Adjustment for Police Department Confidential Assistant, Rose Donohue.

**Main Street Revitalization Committee:**

Close-out Summary of the Main Street Revitalization Effort: Administrator Ellisor explained the Tax Increment Financing method that would be utilized to support implementation of the Downtown Revitalization concept plans. The Administrator indicated that amendment of the TIF #3 Plan to fit the new development goals is the first critical action. Amending the plan will need support from each of the overlaying jurisdictions such as the Schools and County. Also, establishing a standing City committee focused on the downtown redevelopment effort is an essential step to manage progress of the plan.

Review/Recommend Draft of Ordinance Establishing Standing Downtown Development Commission: A draft of an Ordinance for establishing a standing Downtown Development Commission was reviewed. The draft language addressed the purpose, composition and duties of the new committee. Recommendations were made that Ordinance language establishing a Standing Downtown Development Commission be approved.

**Public Safety Committee:**

Discussion/Update Relating to 2013 Spillman Software: Office Mark Klaus presented the Spillman capabilities.

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

Approve Police Report: Officer Mark Klaus will present a monthly summary of any troubled areas. Motions were made to Approve the Police Report.

**Public Works Committee:**

In petitions and communications Administrator Ellisor discussed the proposed new committee the "Downtown Development Commission". This committee would be charged with overseeing the Downtown redevelopment effort. Discussion was also held regarding Friendship Hardwoods water and sewer use from the boiler system. Street Superintendent Mead indicated an on-site inspection of the system will be arranged.

Discussion/Decision Regarding Snow Removal Charge: Written objection to a snow removal charge (251 East Ann Street) was reviewed by the Committee. Superintendent Mead presented photo documentation of the sidewalk before snow removal was completed. Mead also explained the timing allowed prior to the snow removal occurring.

General consensus of Committee members was to uphold the snow removal charge.

Report on Public Works Department Activity-(Sale of Truck): It was the consensus of the committee to sell the International Harvester dump truck at auction and without the front plow.  
Discussion Relating to South Business Park – EDA Project: Administrator Ellisor explained that the main goal with the EDA project at this time is to close it out.  
Discussion/Recommendation Relating to Wastewater Treatment Agreement – Castle at the Bay/Timber Shores: No new updates regarding the amended wastewater treatment agreement. The agreement update will be addressed at a future meeting.  
Discussion/Recommendation Relating to Wastewater Credit – Village of Friendship: There were questions regarding the span of time for the water loss and other related matters. Credit review was tabled until next month.

**Fire District:**

Motions were made to approve the Finance Report.

Chief's Report:

There were 6 calls.

Motions were made to pay off truck 312.

Motions were made to table the transfer of funds at the Chief's discretion.

**Ambulance Meeting:** Mayor Baumgartner stated that she and Alderperson Jensen have been attending the meetings. Three options are before the Council to increase Ambulance Services to Paramedic Services from EMT. At the Paramedic level, they can administer medication and have the computers that would send the patients vitals to the hospital prior to arrival. There have been five EMT's that have had the paramedic schooling.

*Report of City Officers:*

**Mayor Baumgartner:** Read a letter she received from Cindy Phillippi, County Clerk asking the Mayor to give a Congratulations Certificate to Clerk Winters on her behalf. The certificate congratulates Winters and the Election Inspectors for their dedication to an extremely stressful year with the amount of elections held, redistricting and the multiple open records requested. Without the dedication of the Elections Inspectors the demands would not have been met to conduct the Elections. The Mayor also read a Proclamation from the Council and Mayor recognizing the Election Inspectors that assisted the City with the "record number" of Elections held in 2012. The City is fortunate to have these Inspectors and expresses their gratitude for the outstanding services they provide. Mayor Baumgartner stated the Adams County Promise Neighborhood will be hosting a community kick-off event on Thursday, February 28<sup>th</sup> at 6:00 P.M. at the Adams Community Theatre.

**Administrator Ellisor:** Reported the closing of the EDA is in progress. The new Downtown Development Commission will be busy soon. The first thing the Commission will be working with is mending the TIF#3 plan and City planning documents that need to be amended such as the Comprehensive Plan, the five year recreation plan, proposals from MSA amending the TIF#3 plan and to seek proposals from the regional planning agencies.

**Police Chief:** Given by Officer Klaus. For the Officers that attend training every year the City gets reimbursed for the training from the State of Wisconsin. The City received \$960.00. He was contacted by the Department of Transportation for the departments participation in the Booz and Belts, and received a \$4,000.00 grant. Under the grant, the City makes the purchase and then reimbursed from the State. Sheriff Wollen put together an Active Shooter Training. Two Officers attended the training on the 12<sup>th</sup> and the others will attend on the 28<sup>th</sup>.

*New and Unfinished Business:*

Action Relating to Decision from Closed Session – Police Chief Retirement. Mayor Baumgartner stated this matter began over questions and concerns over the personnel & records management of office records by the Chief of Police. Labor Attorney Jim Macy was retained by

the City to investigate the propriety of the Chief's methods and practices. Upon investigative efforts over a month long period, a list of allegations were prepared that would require further questioning and discussion with the Chief. Arrangements were made to have this meeting and discussion with Chief Hanson. The investigation instead became a negotiation when that of an employment separation/retirement agreement was mutually agreeable and in the long run more economically beneficial for the City of Adams and operations of the City going forward.

**Motion by Kierstyn, second by Marti to Accept the Police Chief, Todd Hanson's Retirement/Separation Agreement. Roll call vote, all voted aye.**

**Motion by Kierstyn, second by Suhr to adopt Resolution 2013-01R Relating to Police Confidential Assistant Salary and Benefits (See Appendix B of Minutes Book) Roll call vote, all voted aye.**

**Motion by Marti, second by Jensen to Approve the Sale of the Dump Truck by Online Auction. Roll call vote, all voted aye.**

**Motion by Marti, second by Jensen to Approve the Ambulance Contract, Option 3, with Curtis Ambulance. Roll call vote, all voted aye.**

**Motion by Marti, second by Scott to Adopt Ordinances 03-2013 Relating to Establishing Standing Downtown Development Commission to Boards, Commissions and Committees; Action on Committees. (Creating Sub-Sections (6)(a)(b)and(c) of Ordinance 2-2-5(a)), Ordinance 04-2013 Relating to Amending Downtown Development Commission to Boards, Commissions and Committees. (Creating Section 2-4-7(a),(b)and(c)), and Ordinance 05-2013 Relating to Establishing Standing Downtown Development Commission to Boards, Commissions and Committees; Action on Committees. (Amending 2-4-10 to allow non-residency of Commission Member). Roll call vote, all voted aye.**

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

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

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