

These are the minutes of the Regular and Organizational Session of the City of Adams, WI held on April 16, 2013 in the City Municipal Building.

Meeting was called to order by Mayor Baumgartner. On roll call were Alderpersons Jensen, Kierstyn, Marti, Scott, Suhr and Mayor Baumgartner.

The Pledge of Allegiance was recited.

Motion by Jensen, second by Suhr to approve the minutes of the meetings held March 18, 2013 and March 21, 2013 as printed. Roll call vote, all voted aye.

Petitions and Communications: Mayor Baumgartner wished our condolences to the family of Al Soucek.

Report of Standing Committees:

Downtown Development Commission:

Nomination-Appointment of Chairperson: Mayor Baumgartner explained that the Downtown Development Commission is a newly created City committee and this meeting is the inaugural meeting of the committee. The Mayor recommended appointment of a chairperson for the Commission. Motions were made to nominate Joe Kierstyn as Chairperson.

Discussion/Review - Department of Transportation Presentation of Highway 13 Traffic Analysis. Robert Heldt and Tony Kemnitz of the Wisconsin Department of Transportation (DOT) Discussed traffic configuration along the Highway 13 corridor. It was indicated that the DOT generally supported the plan concepts proposed in the City's Downtown Revitalization Plan including reducing the intermittent four lanes that currently exist within the corridor. Converting the four lanes to three with a turn lane and allowing for bike lanes was generally deemed as acceptable to the DOT. There was reservation about whether parking could be included in this conversion. Crosswalk options were also discussed. In addition to the four lane reduction, change to crosswalk locations and paint identification of the crosswalks were suggested as safety improvement. Based on a recent DOT study of pedestrian activity at intersections, control lights at the Liberty Street location were not deemed as an effective control measure and thus not viable.

Discussion/Recommendation - Proposal to Amend TIF 3 plan (MSA). Rob Uphoff and Clem Safranek of MSA presented and discussed a proposal to amend the TIF #3 Development Plan. Priorities of the TIF plan would be revised to incorporate many design and use concepts defined in the Main Street Revitalization study. TIF plan amendment would also include expanding the scope of TIF program activity allowed by State legislation such as "Act 57". The extensive process required to amend the TIF was explained and plan review involves approval of a Joint Review Board that is comprised of County, City, City at Large and School District representation. The MSA TIF Plan Amendment Proposal includes update of the City's Five Year Recreation Plan and cost is estimated at \$14,000. Motions were made to recommend the MSA proposal to modify and amend the TIF #3 Development Plan as allowed by State Statute.

Discussion/Recommendation - Proposal to Amend/Update the City Comprehensive Plan- North Central WI Regional Planning Agency (NCWRPA). Fred Heider of NCWRPA presented a proposal to update and amend the City's Comprehensive Plan. Updating the Comprehensive Plan is primarily coordinated and approved through the Planning Commission. Other City development plans of record are required to be consistent and compatible with the Comprehensive Plan. Update of the Comprehensive Plan would be completed concurrent with the TIF #3 Plan and Five Year Recreation Plan amendment process. The NCWRPA service proposal for Comprehensive Plan update is \$5,000. Motions were made to recommend approval of the NCWRPA proposal to update the City Comprehensive Plan.

Finance Committee:

Pending Projects and Project Status: EDA South Business Park project is completed with only processing of final close-out documents remaining.

Discussion/Approve Finalized Wastewater Treatment Agreement – Castle at the Bay/Timber Shores. The revised Wastewater Treatment Agreement and relevant changes were reviewed by Committee.

Motions were made to Authorize Execution of the Final Waste Water Treatment Agreement.

Discussion/Approve Release of Wastewater Treatment Escrow Funds. Motions were made to Approve Release of Wastewater Treatment Escrow Funds to Castle at the Bay Pending Execution of Final Wastewater Treatment Agreement.

Review 2013 Budget Revenues & Expenditures. The budget status was reviewed with revenues and expenditures consistent with the budget plan.

Public Safety Committee:

In petitions & communications. A discussion was held regarding painting the road in cross-walk areas and what is available for City residents to go to when severe weather occurs.

Discussion/Update Relating to 2013 Spillman Software: Officer Sherd informed the committee that the software is working great, it's quite extensive, but everyone is learning. The Department has inventoried all the bicycles that have been found so if reported stolen they can see what we have.

Approve Building Inspector/Zoning Administrator's Detailed Report: Building Inspector White reported the Wisconsin River Coop's Safety Officer has been notified about placing numbers on their buildings for safety issues. Motions were made to Approve the Building Inspector's Report.

Approve Police Report: Officer Sherd held a brief discussion regarding the mugging that occurred in the City. Motions were made to Approve the Police Report.

Public Works Committee:

In petitions and communication. A discussion was held regarding Marquette Adams Telephone Company and the pending extension of fiber-optic communications service into the City of Adams.

Report on Public Works Department Activity. Burt Morris Park – Mini Foot Bridge: Building plans have been delivered to the school. Other: Street Planters delivered to suppliers for planting and industrial park expansion plans are under review to consider as a TIF#2 project.

Discussion Relating to South Business Park – EDA Project: EDA Business Park project is complete and awaiting finalization approvals.

Discussion/Presentation – City Tree Inventory and Management Plan. DNR Forester, Don Kissinger presented the City recognition for being a 19 year Tree City USA participant. Kelly Tuttle, Bluestem Forestry Consulting, presented the completed City of Adams Tree Inventory and Management Plan. The planning project took place over the past year and was wholly funded through a grant from the DNR Forestry Program. Four other area communities were included in the program. A detailed street tree inventory was prepared using GPS technology and can be readily updated by computer as needed. An extensive management plan was also prepared and offers a strategy to preserve and expand the City's tree resources. Ms. Tuttle commended the City for the quality of the tree program here and the staff commitment to promoting trees as a valuable asset to the community.

Discussion/Approve Wastewater Credit – 106 S Elm St. Street Superintendent Mead verified for Committee that the water loss was under a trailer and did not go into the sanitary sewer. Motions were made to authorize a 508,000 gallon wastewater credit totaling \$2,413.

Discussion/Recommendation – Proposal to Exchange Load of Wood in Industrial Park for Salt-Sand Mix. There was general consensus that having the construction waste trees removed would be beneficial. The salt-sand load was estimated at \$400 in value. Recommendations were made to authorize exchange.

Fire District:

Motions were made to approve the Finance Report.

Chief's Report: There were 11 calls.

The election of officers was tabled due to absent personnel.

A discussion was held regarding obtaining water at Easton pond.

Report of City Officers:

Mayor Baumgartner: Read the letter of release from the Arbor Day Foundation. The letter stated that the City was named a 2012 Tree City USA by the Foundation in honor of its commitment to effective urban forest management. This is the 19th year the City of Adams has earned the national designation. The City achieved Tree City USA recognition by meeting the programs four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation. They also have been meeting with Marquette-Adams Telephone Cooperative on the City obtaining fiber optics.

Street Superintendent Mead stated that he had met with the Project Engineer and the Project Manager. They estimate nineteen miles of fiber optics would be run throughout the City. They will be presenting their information to the Board at their meeting at the end of the month. He had also mentioned the need to run it in the Industrial Park and they said that could be done. He stated that the Arbor Day Foundations plan is very well composed as it includes the man hours to accomplish the goals.

Administrator Ellisor: Reported that they have been meeting with GEITS (Global Environmental Infrastructure Technology Solutions) an Australian based Company. They were here to submit proposals to clean lakes and referred to us by Bob Berry on the possibility to Solar Power the Wastewater Treatment Plant. In their meeting they discussed the Business Park and they are interested in building a Manufacturing Site that would offer 120-150 jobs. He would like to have a special Council meeting Thursday to discuss GEITS further.

Police Department: Officer Klaus reported that now with the warmer weather there is more pedestrian traffic and there have been reports of steeling and vandalism along with vehicle theft and a strong arm robbery. He encourages all to lock doors and vehicles and to call the police department if you see anything suspicious. He stated that the department has started on property maintenance and citizens need to clean their yards to avoid being contacted by an officer. Drug Take Back will be April 27th from 10AM to 2PM.

Old Business:

We have not received the Amended Ambulance Service Contract with Curtis Ambulance. This will be placed on the next agenda.

Administrator Ellisor stated that they still need to work out a few issues on the Little League Contract Renewal with Roche-a-cri Little League. This will be placed on the next agenda.

New Business:

Mayor Baumgartner welcomed back our same Council members.

Clerk Winters administered the Official Oath of Office to:

Re-elected Mayor JanAlyn Baumgartner

Re-elected Alderperson Roger Marti representing Ward 1, District 1,

Re-elected Alderperson Wilbur Jensen representing Ward 3 & 4, District 3,

(Vacancy - Alderperson representing Ward 2, District 2. Alderperson Holly Manthey turned in non-candidacy forms)

On roll call of the new 2013-2014 Common Council, the following members were present: Alderpersons Wilbur Jensen, Bill Kierstyn, Roger Marti, Cindy Scott, Len Suhr and Mayor JanAlyn Baumgartner.

THE MINUTES ARE DRAFT AND SUBJECT TO COUNCIL APPROVAL

Mayor Baumgartner presented the appointments as follows:

2013 - 2014 Appointments of the Adams City Council

(If Alderpersons will be absent, they shall request that a substitute Alderperson attend Committee Meetings in their place)

Distributed: 4/9/13

(Chairperson - Listed in bold font)

Finance	L. Suhr		R. Marti
Personnel	C. Scott	W. Jensen	B. Kierstyn
Policy & Procedure	L. Suhr	C. Scott	B. Kierstyn
Public Works	B. Kierstyn	L. Suhr	W. Jensen
	Citizens:	B. Wormet	J. Kierstyn
Safety	R. Marti	W. Jensen	
	Citizens:	D. Davis	H. Menck
Economic Development	J. Baumgartner	L. Suhr	C. Scott
Police Review Board		R. J. Waite	J. O'Loughlin
	Alternates: C. Carpenter & H. Manthey		
Fire District	W. Jensen		
Planning Commission	J. Baumgartner	<i>(Elected by Council)</i>	R. White (2) M. Janssen (1)
		Joe Kierstyn (3)	Hans Menck(2) Jim Burke (3)
		Legal Advisor-Attorney Thibodeau Alternates: Council Members	
Zoning Appeals	R. Marti (1)	L.Suhr (2)	(2) R. Goodhue (3) W. LaQuee (3)
	Alternates: M. Robinson (1st), C. Carpenter (2nd)		
Board of Review	J. Baumgartner	J. Winters	C. Scott
	Alternates: Remaining Council Members		
Development Authority	J. Baumgartner	C. Scott (2)	B. Kierstyn (2) R. Goodhue (3)
		M. Janssen (1)	L. Suhr (3 (term of office) R. Marti (1) (term of office)

Downtown Development Commission	J. Baumgartner	B. Kierstyn	C. Scott	D. Eylander	P. Hicketier
	J. Kierstyn	D. Beckman	S. LaVallee	(Village of Friendship Rep)	

Impartial Hearing Officers	P. Murphy	B. Clark	P. Satala
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City Attorney	M. Thibodeau <small>9/4/2012</small>	Zoning Adm/Bldg Inspector	R. White
Clk/Treas Confidential Asst.	J. Gostomski, Deputy Clk/Treas	Weed Commissioner	J. Moore
Health Officer	County Health Nurse	City Forester	T. McConnell
Official Newspaper	Adams-Friendship Times Reporter		
Official Depositories	Grand Marsh State Bank, M&I Marshall Ilsley, Nekoosa-Port Edwards State Bank, Royal Bank		

To be Appointed

To be elected by Council

Motion by Marti, second by Scott to approve the 2013 – 2014 Mayoral Appointments as presented. Roll call vote, all voted aye.

Motion by Suhr, to nominate Bill Kierstyn as Council President, second by Jensen. There were no other nominations. Roll call vote, all voted aye.

Election of Council Member for City Planning Commission was held.

Motion by Kierstyn, to nominate Roger Marti to the City Planning Commission, second by Scott. There were no other nominations. Roll call vote, all voted aye.

Motion by Kierstyn, second by Jensen to Approve Intergovernmental Agreement with Adams County for the Use of Spillman Public Safety Software. Roll call vote, all voted aye.

Motion by Scott, second by Jensen to Approve the Professional Service Agreement with MSA Professional Services for TID #3 Amendment not to exceed \$14,000. Roll call vote, all voted aye.

Motion by Jensen, second by Kierstyn to Approve the Comprehensive Plan Update with North Central Wisconsin Regional Planning Commission (NCWRPC) for the TIF #3 Revision not to exceed \$5,000. Roll call vote, all voted aye.

Motion by Marti, second by Jensen to Approve Park Fees Waiver to Adams Senior Aging Department (6/8/13), Central Wisconsin Community Action Council, Inc. (every 3rd Monday through summer) and Adams County Humane Society (7/6/13, Lions Park). Roll call vote, all voted aye.

Motion by Scott, second by Kierstyn to Authorize Issuance of Fermented Malt Beverage License (Class “B”) and Wine License (“Class C”) to Mike Kulas, Adams Polish Deli and Restaurant LLC. Roll call vote, all voted aye.

Motion by Jensen, second by Kierstyn to Authorize Issuance of Operator License to Angela L. Summer. 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 Jensen, second by Suhr to Adjourn. Roll call vote, all voted aye.

Respectfully Submitted,

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