

These are the minutes of the Regular Session of the City of Adams, WI held on June 17, 2013 in the City Municipal Building.

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

The Pledge of Allegiance was recited.

Alderpersion Marti asked if it is possible to have the Council packet emailed to the members. It is possible, however, no decision was made as to when and if to start.

An announcement was made by Administrator Ellisor regarding the Geits Project. As part of our partnership agreement with GEITS Corp. we must come up with a certain amount of funding for the WWTP. Our borrowing capacity is approximately 3.4 million dollars that we are looking to invest in upgrading the WWTP and the other improvements we are entering into with the GEITS. However, that is approximately \$500,000 short. What that means is that we would have to get a different form of borrowing than a General Obligation Bond which would be placed against your tax revenue. The other option to fill that \$500,000 gap would be Revenue Bonds. Revenue Bonds are pledged against your water and sewer utility rates. With Revenue Bonds you are looking at the prospect of a rate analysis which would be time consuming and costly. Also, you can be sure it will result in a rate increase. We have also applied for a loan from the Adams County Rural Economic Development Commission to fill the \$500,000 gap. The loan from the Adams County Rural Economic Development Commission would be considered an intergovernmental loan. What he has heard is that the Commission has approved an amount close to the applied for \$500,000. He doesn't have any final answers at this point, only what he has heard. He will talk to Daric for the final answers. The big advantage to us getting the borrowing from the Adams County Rural Economic Development Commission is that we have been spared the whole part of the water and sewer rate analysis and the security check that goes along with it. Bill Kierstyn made a good point regarding our borrowing that not only are you paying off the loan by investing in your business but you are also increasing your borrowing capacity. Also, he has been having regular daily conversations with Felicia Whiting. They are planning on returning back here July 5th or 6th and are anticipating having renderings of the new facility available for view.

Motion by Marti, second by Kierstyn to approve the minutes of the meeting held June 3, 2013 as printed. Roll call vote, all voted aye.

Petitions and Communications: None.

Report of Standing Committees:

Public Safety Committee:

In Petitions and Communications a discussion was held relating to the 4th of July Parade Route and a City-Wide trash pick-up of items that are not normally picked up.

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

Motions were made to approve the Police Report.

Discussion/Moratorium on Violent Offenders in City Limits: A discussion was held regarding violent offenders in the City Limits and that the moratorium will go to the Policy and Procedure Committee.

Discussion/Modification of other City Ordinances: A discussion was held regarding modifying ordinances about semi-trailers out of residential areas, updating property maintenance, and pet ordinances.

Public Works Committee:

In Petitions and Communications a discussion was held regarding the parade route for the 4th of July; the walkway in front of the post office; stop sign replacement and tree damage throughout the City.

Motions were made to approve the WWTP Compliance Maintenance Annual Report.

Report on Public Works Department Activity: Two hydrants on Juneau Street were replaced and elevated by City Crews. Office upgrades at City Hall are progressing very well and anticipated to be ready for occupancy by the end of June.

Discussion Relating To South Business Park – EDA Project – Other Development Projects: A discussion was held regarding grass seed growth along storm water management ponds. It was noted that the pond areas would be inspected and considered for possible warranty correction if necessary. Administrative cost was compiled and included for reimbursement to the City in the final EDA draw.

Discussion/Recommend Confined Space (Manhole Entry) Certification: Concern was expressed over not having a certified department or personnel available to meet safety requirements to allow entry into confined spaces. Available training sources for confined space safety compliance will be contacted to research available options.

Motions were made for Street Superintendent Mead to contact the DOT regarding revising crosswalk patterns in certain locations on Main Street.

Bids for Clearing South East Business Park Property (32 acres): Administrator Ellisor explained that basic specifications for land clearing and grubbing were being provided by MSA and Associates.

Fire District:

Motions were made to approve the Finance Report. Chief's Report: There were 8 calls and 5 of these were medical assists. A discussion was held regarding confined space entry.

Personnel:

The 2013 salary adjustment for Street Superintendent, Dave Mead was reviewed by Committee. It was advised that a series of unanticipated events delayed the Street Superintendent's annual review until now. It was noted that a goal and completion timeline will need to be prepared with the Street Superintendent for obtaining Building Code inspection certifications.

Recommended wage adjustment for the Street Superintendent entailed a two percent (2%) salary increase retroactive to the beginning of the 2013 year and a corresponding five percent (5%) increase in employee share of health insurance premium effective first pay period following Council approval.

The Main Street Revitalization Program was discussed and recognized as an effort that will add another level of time, attention and coordination from City staff. Two employee candidates were identified to serve increased maintenance and administrative support roles in the Main Street promotion and redevelopment program. The employees would also work closely with the Downtown Development Commission on project development, the ongoing maintenance plan and administrative support as required.

It was recommended that Clerical Administrative Assistant, Michelle Klein, be assigned as the administrative liaison and support for the Downtown Development Commission's programs and promotional activities. It was further recommended that Public Works Crewman and Forester, Terry McConnell, be assigned as coordinator of the landscape and streetscape management program for the Downtown District.

Compensation adjustment for the additional responsibilities was proposed at one dollar (\$1.00) per hour increase for the Clerical Administrative Assistant and seventy-five cents (.75) per hour for the Crewman/Forester. Wage adjustments were proposed effective with the June 2013 pay period.

Motions were made to approve the employee position assignments and wage and salary adjustments as presented.

Desired qualifications for a new Police Chief were discussed. Mayor Baumgartner and Administrator Ellisor will prepare draft language for posting the Police Chief position for Committee review.

Alderperson Marti stated he didn't agree with giving an employee a raise because you assigned them additional duties. Administrator Ellisor responded that after Act 10 became law, we are able to offer a wage increase in recognition of employee merit and initiative.

Report of City Officers:

Mayor Baumgartner: Reported that what she had planned on reporting had already been addressed.

Administrator Ellisor: Reported that we have been working with a lot of different people in the community, schools, the hospital, congressional representatives and senators for the GEITS projects.

New and Unfinished Business:

Motion by Marti, second by Kierstyn to approve Issuance of Class "A" Fermented Malt Beverage License for Adams Polish Deli and Restaurant LLC. Roll call vote, all voted aye.

Administrator Ellisor stated that the Compliance Maintenance Annual Report is prepared by Jeff Moore for the WWTP. In past years it shows what issues need to be dealt with at the WWTP. With the upgrade to the WWTP through GEITS, we will be ahead of the game in regards to the new DNR law relating to phosphorous.

Motion by Marti, second by Jensen to Approve the Compliance Maintenance Annual Report, Resolution No. 2013-05R. (See Appendix B of Minutes Book) Roll call vote, all voted aye.

Administrator Ellisor explained that the moratorium resolution would stop offenders from moving into the City for 90 days and give the City time to prepare an ordinance that would be best for the welfare of the City.

Motion by Marti, second by Jensen to Approve Resolution No. 2013-08R (See Appendix B of Minutes Book) Regarding Placement of High Risk Offenders in Restricted City Zones. Roll call vote, all voted aye.

Administrator Ellisor informed the Council that the overall premium for the Liability Insurance has decreased.

Motion by Suhr, second by Hilson to Approve Renewal of Property Liability Insurance. Roll call vote, all voted aye.

Motion by Marti, second by Suhr to Approve the Street Superintendents Employment Agreement. Roll call vote, all voted aye.

Motion by Jensen, second by Kierstyn to Approve Resolution No. 2013-06R (See Appendix B of Minutes Book) Relating to Crewman II-Forester. Roll call vote, Jensen, Kierstyn, Scott, Suhr, Hilson aye. Marti, no.

Motion by Jensen, second by Scott to Approve Resolution No. 2013-07R (See Appendix B of Minutes Book) Relating to Confidential Clerical Administrative Assistant. Roll call vote, Kierstyn, Scott, Suhr, Hilson, Jensen aye. Marti, no.

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

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

Respectfully Submitted,
Jeanne G. Gostomski
Deputy Clerk/Treasurer