

These are the minutes of the Regular Session of the City of Adams, WI held on January 19, 2015 in the City Municipal Building.

Meeting was called to order by Mayor Baumgartner. On roll call were Alderpersons Hilson, Jensen, Kierstyn, LaQueue, Marti, Roseberry, Mayor Baumgartner, Attorney Richards-Bria and Chief Anderson.

Many Citizens were in attendance.

Consent Agenda:

1. Approval of Council Meeting Minutes:
 - a. December 15, 2014 Regular Session
2. Committee/Commission/Authority/Advisory Minutes:
 - a. January 13, 2015 Policy & Procedure Committee
 - b. January 14, 2015 Public Works Committee
 - c. January 15, 2015 Personnel Committee
 - d. January 8, 2015 Adams County Fire District
3. Operator's License
 - a. December 15, 2014 – January 19, 2015
4. Operator License(s)
 - a. December 15, 2014 – January 19, 2015. *There were no licenses.*

Motion by Kierstyn, second by Jensen to approve the Consent Agenda as presented. Roll call vote, all voted aye.

Consent Agenda: Committee/Commission/Authority/Advisory Minutes

Policy & Procedure Committee –January 13, 2015:

In Petitions & Communications: Roseberry asked Clerk Winters to look into the new Ordinance that the City of Wausau passed regarding Rental Property.

Discussion/Recommendation Relating to Utility Rate Ordinance – PSC. Recommendations were made to send the Water & Sewer Utility Rate Ordinances (01-2015 & 02-2015) to Council after the Public Works Committee discusses section 9-1-7 at tomorrow's meeting.

Discussion/Recommendation Relating to additions and changes to 8-3-11 regarding adding rules for compost sites. Recommendations were made to send Ordinance (03-2015) to Council Relating to Creating 8-3-11(h)(29), 8-3-11(l)(5) and Ordinance (04-2015) Amending 8-3-11(l)(4).

Discussion/Recommendation Relating to APD "Employee Evaluation" Policy. Recommendations were made to approve the Police Departments Employee Evaluation Policy.

Discussion/Recommendation Relating to APD "Officer Involved Domestic Violence" policy. Recommendations were made to approve the Police Departments Officer Involved Domestic Violence" Policy.

Discuss possible changes to zoning ordinance 15-5-3 as it relates to fences. Discussion was held on changes that could possibly be added. Chief Anderson will speak with Attorney Richards-Bria.

Discussion/Recommendation Regarding changes to Personnel Administrative Polices Handbook. Recommendations were made to send the Personnel Administrative Policies to the Personnel Committee.

Discussion/Recommendation Relating to Job Description for "Police Administrative Assistant". Recommendations were made to send the Police Administrative Assistant Job Description to the Personnel Committee.

Discussion/Recommendation Relating to Job Description / Duties and Responsibilities for Police Officer and Detective. Recommendations were made to send the Job Description / Duties and Responsibilities for Police Officer and Detective to the Personnel Committee. All voted aye.

Public Works Committee –January 14, 2015:

In Petitions and Communications: State of WI Department of Health Services has presented the City's Water Department with a Fluoridation Quality Award from the U.S. Centers for Disease Control and Prevention (CDC).

Report on Public Works Department Activity:

- L & C Brush and Mulching Co. has offered to chip all of our brush if they can have the chips in lieu of payment. This would save the City approx. \$3000 and will occur in March
- Taking decorations down on Friday, January 16, 2015
- Water Works - DNR inspection on Thursday, January 15, 2015
- Slushy corners and general clean up with the melting of snow
- General maintenance of vehicles and machinery

Discussion/Recommendation Regarding Sale of City Property Adjacent to South Industrial Park: No action was taken. Building Inspector and Zoning Administrator Bob White is researching options and zoning.

Discussion Relating to Chemical Spill Protocol: A discussion was held regarding developing a protocol so first responders at the City level can have a plan of action.

Discussion Relating to Emergency Training – Alliant Energy: A discussion was held regarding the City hosting a City wide emergency response training offered by Alliant Energy.

Personnel Committee –January 15, 2015:

In Petitions and Communications: Reviewed changes to the Personnel Handbook being proposed by Police Department.

Motions were made to Adjourn from Open Session and Reconvene in Closed Session for Considering Employment, Promotion, Compensation or Performance Evaluation Data of Public Employee over which the government body has jurisdiction or exercises responsibility- SS 19.85(1)(c) – Public Employees.

Called to order, all present.

Discussion Relating to Considering Compensation or Performance Evaluation data of Department Heads and Non-Union Public Employee.

Motions were made to Adjourn from Closed Session and Reconvene in Open Session.

Called to order, all present.

Discussion/Recommendation Relating to Considering Compensation or Performance Evaluation Data of Department Heads and Non-Union Positions:

Part-Time Positions - Police Department

Police Confidential Assistant

Part-Time Positions – Public Works

Public Works Employees

Confidential Clerical Administrative Assistant

Clerk/Treasurer Confidential Assistant

Chief of Police

Street Superintendent

Clerk/Treasurer

Recommendations were made to increase the pay of the Police Confidential Assistant, Public Works Employees, Confidential Clerical Administrative Assistant, and Clerk/Treasurer Confidential Assistant by 1.7% and the Chief of Police by 5%. The Building Inspector/Zoning Administrator, Part-Time Positions – Police Department and Part-Time Positions – Public Works are to remain the same as last year. Send the Street Superintendent and Clerk/Treasurer back to Committee.

Fire District –January 8, 2015:

Chief's Report: There were 7 calls since the last report. Motions were made to transfer \$34,000 into Major Equipment. Discussion held regarding Easton Pond fill site.

Petitions and Communications: None.

Report of City Officers:

Mayor Baumgartner reported she had met with Superintendent Rick Waski and Kevin Kohl of the Adams-Friendship School District. They are planning on what to do with the block where the old school was located. They discussed the number of laterals that are there for residential housing.

Chief Anderson reported on the Booze and Belts program that was held during December 12 – December 20, 2014. The department issued 46 citations; twenty four seatbelt violations, one child safety violation, two operating while intoxicated, six operating after suspension or revocation of driver's license, one speeding, three vehicle equipment in need of repair, two misdemeanor arrests and three arrests for outstanding warrants. Several Police Department Policies and Ordinances were drafted.

New and Unfinished Business:

Motion by Marti, second by Kierstyn to adopt Ordinance 03-2015 (see appendix A of Minutes Book) **relating to Refuse Disposal and Collection. All voted aye.**

Motion by Marti, second by Hilson to adopt Ordinance 04-2015 (see appendix A of Minutes Book) **relating to Refuse Disposal and Collection. All voted aye.**

Motion by Marti, second by LaQuee to send agenda items 3-10 (Resolutions/Agreements relating to salary and benefits) **to a committee meeting. All voted aye.**

Motion by Marti, second by Hilson to adopt Resolution 2015-08 (see appendix B of Minutes Book) **relating to the League's Partnership for Prosperity. All voted aye.**

Motion by Marti, second by Roseberry to Approve the Police Department Policy/Procedure on Employee Performance Evaluations. All voted aye.

Motion by Kierstyn, second by Marti to Approve the Police Department Policy/Procedure on Officer Involved Domestic Violence. All voted aye.

Motion by Marti, second by Jensen to Approve the Mayoral Appointment of Robin Elkington to the Downtown Development Commission. All voted aye.

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

Motion by Marti, second by Kierstyn to Adjourn from Open Session and Reconvene in Closed Session for considering dismissal, demotion, licensing or discipline of public employee or the investigation of charges against such person - SS 19.85(1)(b) and disciplinary data of specific persons, preliminary consideration of personnel problems or the investigation of charges against specific persons - SS 19.85(1)(f) Roll call vote, all voted aye.

The closed session was called to order by Mayor Baumgartner. On roll call were Alderpersons Hilson, Jensen, Kierstyn, LaQuee, Marti, Roseberry, Mayor Baumgartner and Attorney Richards-Bria. Chief Anderson and Clerk Winters were excused.

Discussion was held.

Motion by Marti, second by LaQuee to Adjourn from Closed Session and Reconvene in Open Session. Roll call vote, all voted aye.

The open session was called to order by Mayor Baumgartner. On roll call were Alderpersons Hilson, Jensen, Kierstyn, LaQuee, Marti, Roseberry, Mayor Baumgartner and Attorney Richards-Bria.

No discussion was held.

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

Respectfully Submitted,

Janet L. Winters, CMTW, CMC, WCMC

Clerk/Treasurer