

December 7, 2010 **Council Minutes**

The regular meeting of the Colby Common Council was called to order at 6:30 P.M. by Mayor James Schmidt. On roll call: Lange, Beisner, T Schmidt, Raatz, Schraufnagel, Holtzhausen and Hederer. Kaiser arrived at 6:40 P.M. Also present were Mayor James Schmidt, Clerk Connie Gurtner, DPW Harland Higley Jr, Mike Voss from MSA and Michelle Reed from Master Clean.

Agenda was posted by the clerk. The agenda will stand as the order of the meeting.

Minutes of the November 2, 2010 council meeting were pre-read and reviewed. Motion was made by Hederer, seconded by T Schmidt to approve the minutes as presented. Motion carried with a voice vote.

Financial Statement and Bills were discussed. Motion was made by Hederer, seconded by Schraufnagel to approve the bills. The amounts approved are as follows: General Fund \$77,867.42; Water Department \$198,287.33; Sewer Department \$41,287.61; TIF Fund \$117,559.83; RLF \$29,242.21; Net payroll \$18,005.53. Motion carried with a voice vote.

Public Comment: Michelle Reed from Master Clean in Medford presented the council with a recommendation letter from the City of Medford. She reviewed the services that Master Clean can offer to the city for cleaning.

Colby-Abbotsford Police Commission met on November 15th.

The commission approved expenditures and minutes.

Under contract with Security Health Plan for 1-1-2010 to 12-31-2011, it has been approved by both City Councils and needs both Mayors' signatures. The premium increase 4.44% for the department.

Under contract with Arthur J. Gallagher for Worker's Compensation, Premium \$10,145, Dental Care packets were passed out to look at.

Under Chief's report, starting January 1, 2011 racial profiling forms will need to be filled out for each traffic stop. There is a grant available for \$4,000 from the State for Wisconsin for equipment. Police Department would like a digital camera for the car.

It was questioned why the metal plate fund isn't in general budget, and if it's tracked by bank statements.

It was questioned if there is a limit the account can have without a general ledger number?

Discussion will take place at the December meeting with Clerk Gurtner to see if Metal Plate Fund should have a GL number.

Motion was made by Raatz, seconded by Beisner to approve the renewal with Security Health Plan for the Colby-Abbotsford Police Department. Motion carried with a voice vote.

Motion was made by Raatz, seconded by Beisner to approve the actions and expenditures of the police commission for November. Motion carried with a voice vote.

Personnel/Labor Relations met on November 15th.

Council Pay for Meetings Held Prior to Another Committee Meeting or Council Meeting: The committee discussed pay for council members and it was determined that the ordinance requires pay for all committee meetings and so the members attending a committee meeting will always be paid.

The remainder of the meeting was held in closed session.

Mayor Schmidt: Mayor Schmidt reported on the meeting of the United Communities of Clark County. The DOT hosted two public hearings for the Highway 13 Project schedule in 2012. The council will have to make some decisions regarding street lighting and re-construction of W Adams Street before the project is engineered.

Clerk Gurtner: Clerk Gurtner reviewed the tax rate information with the council. Clerk Gurtner also announced the deadlines for nomination papers.

DPW Harland Higley: The following building permits were issued: Kathy & Ray Dassow, 511 N 4th Street, replace roof; Janice Devine, 302 N 2nd Street, roof, deck, sidings, windows; Jack Abney, 107 E Graves, replace some windows; Susie Jecovicus, 310 N 6th Street, tile & remodel bathroom.

The city is selling the generator from the water plant. The ad is in the paper for accepting bids.

DPW Higley reported on the Spence Street Project and the Washington Street Project. He also reported on the water pumping amounts and sewer flow amounts.

Engineer Report: The Well #13 Project is nearing completion. Construction on STH 13 is complete, but we are still waiting for the final DOT invoice to finalize payments. Department of Commerce has agreed to transfer CDBG-PF monies to the Well #9 & Well #12 Disinfection project. Both the Well 13 Treatment project and Wells 9 & 12 Disinfection projects have scored well so it will likely that both projects will receive grant monies through the SDWLP. MSA is recommending that the Well #9 & Well #12 projects be advertised for bids in the first week of January for the construction of the disinfection system. Bids would be opened in the third week of January and awarded at the February Council Meeting for immediate construction this winter. North First Street Reconstruction project plans are in progress.

Operators ♦ Licenses: The following applications for operators ♦ licenses were received: Dallas Wiese, 501 N 1st Street, Abbotsford ♦ motion was made by Kaiser, seconded by Hederer to approve. Motion carried with a voice vote. Nichole Beyer, W8131 CTH O, Medford ♦ motion was made by Hederer, seconded by Holtzhausen to approve. Motion carried with a voice vote.

Vig & Associates Contract for Auditing 2011: Vig and Associates have submitted a contract for 2011 auditing services as a cost of \$8,400-\$9,000. That is a slight increase compared to last year ♦s range of \$8,150 - \$8,750. Motion was made by T Schmidt, seconded by Beisner to approve the contract with Vig & Associates for 2011. Motion carried with a voice vote.

Resolution 6-2010 Determining Stop Sign Locations: The city is required to update locations of the city stop signs by resolution. Resolution 6-2010 lists all locations of city stop signs at this time. Motion was made by Holtzhausen, seconded by Hederer to approve Resolution 6-2010 Determining Stop Sign Locations as follows. Motion carried with a voice vote.

Resolution 6-2010

Resolution to Determine Locations of Stop Signs in the City of Colby

WHEREAS, the City of Colby Ordinance 10-1-14 authorizes and directs the city to install official stop signs and;

WHEREAS, the locations of these stop signs shall be determined by this resolution and are as follows:

1. South First Street, Southbound @ West Broadway Street
2. South First Street, Southbound @ West Clark Street
3. South First Street, Northbound @ West Clark Street
4. South First Street, Northbound @ West Spence Street
5. North First Street, Southbound @ West Spence Street
6. North First Street, Northbound @ West North Street
7. South Second Street, Northbound @ West Spence Street
8. North Second Street, Southbound @ West Spence Street
9. North Second Street, Northbound @ West Adams Street
10. North Second Street, Southbound @ West Adams Street
11. South Third Street, Northbound @ West Spence Street
12. North Third Street, Southbound @ West Spence Street
13. North Third Street, Northbound @ West Adams Street
14. South Fourth Street, Northbound @ West Spence Street
15. North Fourth Street, Southbound @ West North Street
16. North Fourth Street, Northbound @ West Adams Street
17. North Fourth Street,, South bound @ West Adams Street
18. North Fourth Street, Northbound @West Dolf Street
19. North Fifth Street, Northbound @ West Adams Street
20. North Fifth Street, Southbound @ West North Street
21. South Fifth Street, Southbound @ West Washington Street
22. South Sixth Street, Northbound @ West Spence Street
23. North Sixth Street, Southbound @ West Spence Street
24. North Sixth Street, Northbound @ West Adams Street
25. North Seventh Street, Southbound @ West Spence Street
26. West Adams Street, Westbound @ North Second Street
27. West Adams Street, Eastbound @ North Second Street
28. West Adams Street, Eastbound @ North Division Street
29. West Adams Street, Westbound @ North Seventh Street
30. East Adams Street, Westbound @ North Division Street
31. East Broadway Street, Westbound @ North Main Street
32. East Broadway Street, Eastbound @ North Main Street
33. East Broadway Street, Westbound @ South Division Street
34. West Broadway Street, Eastbound @ South Division Street
35. West Broadway Street, Westbound @ South Second Street
36. West Broadway Street, Eastbound @ South Second Street
37. West Broadway Street, Westbound @ South Third Street
38. West Broadway Street, Eastbound @ South Third Street
39. West Carol Street, Eastbound @ North Fourth Street
40. West Carol Street, Eastbound @ North Fifth Street
41. West Carol Street, Westbound @ North Fifth Street
42. West Carol Street, Westbound @ North Sixth Street
43. West Carol Street, Eastbound @ North Sixth Street

44. West Carol Street, Westbound @ North Seventh Street
45. East Clark Street, Eastbound @ North Main Street
46. East Clark Street, Westbound @ North Main Street
47. East Clark Street, Westbound @ South Division Street
48. East Clark Street, Eastbound @ South East Street
49. West Clark Street, Eastbound @ South Division Street
50. West Clark Street, Eastbound @ South First Street
51. West Clark Street, Westbound @ South Second Street
52. West Clark Street, Eastbound @ South Second Street
53. West Clark Street, Westbound @ South Third Street
54. West Clark Street Eastbound @ South Third Street
55. West Clark Street, Westbound @ South Fourth Street
56. Community Drive, Southbound @ East Adams Street
57. Dehne Drive, Westbound @ North Division Street
58. Dehne Drive, Eastbound @ Community Drive
59. West Dolf Street, Eastbound @ North Second Street
60. West Dolf Street, Westbound @ North Seventh Street
61. East Street, Northbound @ East Spence Street
62. East Graves Street Westbound @ South Main Street
63. East Graves Street, Eastbound @ South Main Street
64. East Graves Street, Westbound @ South Division Street
65. East Graves Street, Eastbound @ South East Street
66. Hodd Drive, Westbound @ North Division Street
67. Hornet Drive, Eastbound @ Community Drive
68. Hornet Drive, Westbound @ North Division Street
69. Industrial Drive, Southbound @ East Monroe Street
70. West Jefferson Street, Eastbound @ North First Street
71. West Jefferson Street, Westbound @ North Second Street
72. West Jefferson Street, Eastbound @ North Second Street
73. West Jefferson Street, Westbound @ North Third Street
74. Lieders Street, Northbound @ Park Street
75. East Lincoln Street, Westbound @ South Division Street
76. East Lincoln Street, Eastbound @ South Main Street
77. South Main Street, Southbound @ East Monroe Street
78. South Main Street, Northbound @ East Spence Street
79. North Main Street, Southbound @ East Spence Street
80. North Main Street, Northbound @ Park Street
81. East Marathon Street, Eastbound @ South Main Street
82. East Marathon Street, Westbound @ South Division Street
83. Meadow Drive, Southbound @ East Monroe Street
84. East Monroe Street, Westbound @ South Division Street
85. West North Street, Westbound @ North Seventh Street
86. West North Street, Westbound @ North Sixth Street
87. West North Street, Eastbound @ North Sixth Street
88. West North Street, Westbound @ North Third Street
89. West North Street, Eastbound @ North Third Street
90. West North Street, Westbound @ North Second Street
91. West North Street, Eastbound @ North Second Street
92. West North Street, Eastbound @ North Division Street
93. Park Street, Westbound @ North Division Street
94. West Salter Street, Westbound @ North Fourth Street
95. West Salter Street, Eastbound @ North Third Street
96. West Salter Street, Westbound @ North Third Street
97. West Salter Street, Eastbound @ North Second Street
98. West Spence Street, Eastbound @ South Division Street
99. East Spence Street, Westbound @ North Division Street
100. East Terrace Street, Westbound @ North Main Street
101. East Terrace Street, Eastbound @ Lieders Street
102. East Terrace Street, Westbound @ Lieders Street
103. Thomas Street, Southbound @ East Spence Street
104. East Washington Street, Eastbound @ South Main Street
105. East Washington Street, Westbound @ South Division Street
106. West Washington Street, Westbound @ South Second Street
107. West Washington Street, Westbound @ South Sixth Street
108. East Wausau Street, Westbound @ North Division Street
109. West Wausau Street, Eastbound @ North First Street
110. West Wausau Street, Westbound @ North Second Street
111. West Wausau Street, Eastbound @ North Second Street
112. West Wausau Street, Westbound @ North Third Street
113. West Wausau Street, Eastbound @ North Third Street
114. West Wausau Street, Westbound @ North Sixth Street

115. Dehne Drive, Westbound @ Community Drive
116. South Fourth Street, Northbound @ W Washington Street

SIGNED: James W Schmidt, Mayor
ATTEST: Connie L Gurtner, Clerk

Workers Comp/Liability/Auto Insurance Renewal: Clerk Gurtner received a quote for insurance from EMC through an agent at M3. Even with increased limits, EMC would save the city approximately \$8,270/year on Workers Comp/Liability/Auto Insurance. The Property Insurance quote is higher than our current coverage with Local Government Property Insurance Fund. Clerk Gurtner asked clerks on the network about the service from EMC and received all good comments from municipalities that have had their coverage for years. Motion was made by Holtzhausen, seconded by T Schmidt to approve EMC for Workers Comp/Liability/Auto Insurance Renewal and LGP Insurance Fund for Property Insurance Renewal for 2011. Motion carried with a voice vote.

Resolution 7-2010 Budget Amendments: Motion was made by Beisner, seconded by Lange to approve Resolution 7-2010 for 2010 Budget Amendments as follows. Motion carried with a voice vote.

RESOLUTION 7-2010
APPROVING AMENDMENTS TO THE 2010 BUDGET

WHEREAS, certain authorized expenditures within the adopted 2010 Annual Budget need to be reallocated; and

WHEREAS, according to Wisconsin Statutes no appropriations may remain overexpended at year end within the annual budget;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Colby that the 2010 budget be amended as follows:

Reallocation Expenses as follows

100-59204 Contingency -\$3,125.00
100-53621 Garbage/Compost Expense +\$3,125.00
(Leaf Pick-up)

100-59204 Contingency -\$5,300.00
100-53230 Shop +\$5,300.00
(Replace Lights in Shop)

100-43690-100 Block Grant & RD Grants +\$85,000.00
100-57330-309 Highway 13 Project +\$85,000.00
(Expenses from Highway 13 Project)

100-59204 Contingency -\$3,200.00
100-56300 Grant Writing +\$3,200.00
(Clinic Building/1st Street TE Grant)

100-51440-305 Elections Wages +\$1,500.00
100-52100-331 Police Wages +\$500.00
100-53300-330 C/G Wages +\$1,000.00
100-55200-321 Parks/Rec Wages +\$1,600.00
100-57330-350 Street Construct Wages +\$1,800.00
100-51420-304 Clerk Wages -\$3,200.00
100-53230-310 Shop Wages -\$3,200.00
(Adjust Wage Accounts)

James W Schmidt, Mayor
Attest: Connie L Gurtner, City Clerk

Change Order #1 for Earth Inc ♦ Well #13: Earth Inc did not have the information for this Change Order ready for this meeting.

Bid the Construction of UV Disinfection for Well #9 & #12: Motion was made by T Schmidt, seconded by Schraufnagel to instruct MSA to go ahead with the bidding process for the UV Disinfection of Well #9 & #12. Motion carried with a voice vote.

CSM for South 4th Street Dedication: The city had a survey of land that we own in order to dedicate South 4th Street as a city street. Motion was made by Hederer, seconded by Schraufnagel to approve the CSM for South 4th Street including the dedication of this property to be used as a city street. Motion carried as a voice vote.

Employee Christmas Gifts: In the past the city would give each city employee a \$25 chamber gift certificate as a Christmas

Gift. Motion was made by Holtzhausen, seconded by Beisner to approve the purchase of \$25 chamber gift certificates as Christmas Gifts for city employees. Motion carried with a voice vote. Raatz abstained from voting.

Committee meetings for December: Colby-Abbotsford Police Commission will meet on December 13, 2010 at 6:00 P.M. at the Colby-Abbotsford Police Department. Water/Sewer jointly with Streets/Equipment will meet on December 20, 2010 at 6:00 P.M.

Closed Session Per St Stats 19.85(1)(c): Motion was made by Hederer, seconded by Lange to go into CLOSED SESSION PER ST. STAT. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Purpose: Negotiations of Labor Agreement for Public Works & Utility Employees in Local Union 662. Purpose: Review Applications for Custodian. Roll Call Vote: Ayes ♦ Lange, Beisner, T Schmidt, Schraufnagel, Holtzhausen, Hederer, Kaiser. Nays ♦ none. Raatz left the meeting because of a conflict of interest. Motion carried.

Motion was made by Holtzhausen, seconded by Beisner to adjourn closed session and re-convene into open session. Roll Call Vote: Ayes ♦ Beisner, T Schmidt, Schraufnagel, Holtzhausen, Hederer, Kaiser, Lange. Nays ♦ none. Raatz was absent. Motion carried.

Action from Closed Session: Motion was made by Lange, seconded by Hederer to hire MB Cleaning to do the custodian work at city hall, sewer plant and the shop. Motion carried with a voice vote.

Adjourn: Motion was made by Hederer, seconded by Holtzhausen to adjourn at 8:15 P.M. Motion carried with a voice vote.

Approved _____
James W Schmidt, Mayor

Attest _____
Connie Gurtner, Clerk