

March 1, 2011 **March 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, Hederer and Kaiser. Also present were Mayor James Schmidt, Clerk Connie Gurtner, DPW Harland Higley Jr and Mike Voss from MSA.

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

Minutes of the February 1, 2011 council meeting were pre-read and reviewed.

Motion was made by T Schmidt, seconded by Hederer to approve the minutes as presented. Motion carried with a voice vote.

Financial Statement and Bills were discussed. Raatz asked about the bill from Hawkins Inc for \$6,669.78, Clerk Gurtner looked up the bill and it should have been for \$669.78. Motion was made by Hederer, seconded by T Schmidt to approve the bills with the bill from Hawkins Inc being corrected. The amounts approved are as follows: General Fund \$593,297.45; Water Department \$55,140.88; Sewer Department \$38,627.54; TIF Fund \$992.95; Net payroll \$18,874.26. Motion carried with a voice vote.

Public Comment: Jim Colby asked the council not to adopt a more restrictive ordinance for building codes than what is the minimum requirement from the state.

City Planning Committee met on February 3.

TIF Incentive Financing Policy: Kirk Skoog from MSA presented a sample TIF Incentive Policy from Platteville for the committee to review. We reviewed the policy with Kirk and discussed incorporating our current procedures into a new written policy. The committee is going to have goals ready for the next meeting and Clerk Gurtner will provide information for Kirk Skoog.

Building Codes/Ordinances: Instead of reviewing the current ordinance, it was determined to discuss as a committee what we want to have inspected and what we don't want inspected. The committee discussed the option of just adopting the Uniform Dwelling Code just as the state has written. The committee then went through the model ordinance for adoption of the Wisconsin Uniform Dwelling Code as provided by Jim Flood and determined they wanted these key items written into our ordinance:

- ▣ UDC Permits/Inspections are required for Additions to the living quarters including attached garages, excluding decks on all homes before or after June 1, 1980

- ▣ UDC Permits/Inspections are required for Alterations exceeding \$3,000 ♦ exempting residing, re-roofing, finishing of interior surfaces, installation of cabinetry or installation of a furnace

- ▣ City Permits are required for Alterations exceeding \$1,000 up \$3,000

- ▣ City Permits are required for exemptions to the UDC Permit for all work exceeding \$1,000

- ▣ City Permits are required for Detached Garages and Decks over \$1,000

The committee also discussed adding a statement giving the Public Work Director/Building Inspector the authority to require an inspection on work if they deem necessary. Clerk Gurtner will coordinate between Jim Flood and Attorney Gamoke to get the ordinance written for adoption.

City of Abbotsford Request for Permission to Allow the Programming of our Mobile Radio Frequency: Motion was made by Raatz, seconded by T Schmidt to give the City of Abbotsford the permission to allow the programming of our mobile radio frequency into their mobile radio system as long as it is approved by the council of the City of Abbotsford. Motion carried with a voice vote.

Sale of Old Hotel Property: Precision Builders is still interested in the Old Hotel property. They had notified the city in writing of this by December 1, 2010 and are working with their bank on financing. Clerk Gurtner will continue to contact the bank to get the closing date scheduled.

Snowmobiling in the City Parks: There had been a snowmobiler that drove right through the city's gazebo in the First Street Park. It has not happened more than the one time. The committee discussed that if it gets to be an issue, they would have to close off the park to snowmobilers.

Colby-Abbotsford Police Commission met on February 14.

The commission approved expenditures and minutes.

Under carryover funds 2010, Gosse stated that this will return on the March agenda as information is not available at this time.

Under discuss/approve raise for cleaning person, it was stated that the City of Abbotsford increased their cleaning staff from \$8.00 per hour to \$8.50 per hour. At this time the Police cleaning staff works about 8 hours per month and is doing an exceptional job. The commission approved an increase in the cleaning staff to \$8.50 per hour retroactive to January 1, 2011.

Under Chief's report:

Chief Gosse stated that fuel tax credits were applied for the years of 2007, 2008, and 2009 and the Commission received about \$600. Discussion was held regarding the most effective method to recover this tax credit. Further discussion will be held with the Colby Clerk.

The commission met in closed session to discuss a citizen's complaint against Officer Rennie.

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

Motion was made by Lange, seconded by Schraufnagel to approve a wage increase for the custodian from \$8.00 to \$8.50. Motion carried with a voice vote. Raatz voted no.

Personnel/Labor Relations Committee met on February 10.

The committee met in closed session to negotiate wages/benefits with the non-union employees.

Deputy Clerk - .75 raise for educational accomplishments plus .50 general merit increase. Wage increase from \$12.50 to \$13.75.

DPW Director - 1.5% increase. Wage increase from \$25.34 to \$25.72 or \$.38.

City Clerk - 1.5% increase. Wage increase from \$19.85 to \$20.15 or \$.30.

Motion was made by Holtzhausen, seconded by Lange to approve the wages/benefits for the Deputy Clerk/DPW Director/City Clerk as presented. Motion carried with a voice vote. Raatz abstained from voting.

Union employees 1.5% increase (\$.25) on the starting base wage plus an extra \$15.00 a weekend for call pay. Motion was made by Beisner, seconded by Kaiser to approve this increase. This is a one year contract. Motion carried with a voice vote. Raatz abstained from voting.

Parks/Rec/Recycling Committee met on February 15.

2011 Park Project Budgeted Items:

a. Garbage can lids: There is \$950 in the budget for garbage can lids. The cost is \$118.75 with shipping per lid. We have money to order 8 of them.

Motion was made by Schmidt, seconded by Hederer to purchase 8 garbage can lids for up to \$950. Motion carried with a voice vote.

b. Central Park Fence (South Block/Playground Area): The cost to install the central park fence is \$3,959.00. DPW Higley suggested putting in drain tile behind the fence before installing it, it will look nicer and be easier to mow.

Motion was made by Hederer, seconded by Schmidt to purchase the fence for the central park playground area at a cost of \$3,959.00. Motion carried with a voice vote.

c. East Street parking Lot Improvements: Beisner suggested putting posts in the parking area of the East Street Ballpark. There is \$1,000 in the budget for this project.

Motion was made by Schmidt, seconded by Raatz to install posts on the south edge of the parking lot of the East Street ball field at the proper time not to exceed \$1,000. Motion carried with a voice vote.

d. 6th Street park Soccer Area: There is \$2,000 for this area in the budget. This area doesn't drain properly, and because of this we need to re-landscape the area and drain it towards the ditch.

Motion was made by Hederer, seconded by Schmidt to approve up to \$2,000 to improve the drainage of the south 6th street soccer area. Motion carried with a voice vote.

e. East Street Ball Field: In August 2010, there was a motion to put \$6,000 towards the development of the ball field. There was a question if it needed to be approved again in 2011.

The 2011 approved park projects were discussed.

2012 Park Projects: There are a couple of projects that were discussed at previous meetings but we aren't able to do them all in 2012, we need to prioritize. One project is improving the shelter at the South 6th street Park. It would cost \$250.00 a square foot to put a kitchen and bathrooms in the shelter. It was suggested to look into the future cheese day site as a potential park and develop it. Other project ideas were discussed.

Streets/Equipment Committee met on February 24.

The committee discussed the purchase of some portable and mobile radios. Motion was made by Holtzhausen, seconded by Beisner to approve the purchase of three mobile and one portable radio at a cost of \$1,985.55. Motion carried with a voice vote.

DPW Higley presented the committee with information regarding street sweeping and leaf pick up. He did not have information from Property Maintenance, but Whirlwind's cost to sweep the streets twice a year is \$4,000 and an additional \$5,960 annually for leaf pick up plus fuel surcharges. It cost the city crew approximately \$3,600 annually for

leaf pick up. DPW Higley is going to get more information from Property Maintenance for the street sweeping cost and bring info back to the next meeting.

The snow blower on the John Deere F935 is going bad. The committee then discussed what equipment would work best to properly clean the walking trail. DPW Higley is going to research more equipment options and get back to the committee.

The committee discussed each change order as presented from Melvin Companies on the Spence Street Project in great detail. It was determined that many of the change orders did not have merit for various reasons. Motion was made by Beisner, seconded by Kaiser to reject all claims of change orders because claims were not submitted according to section 10.05 of standard general conditions in the contract. Roll Call Vote: Ayes ♦ Holtzhausen, Kaiser, Lange, Beisner, Schmidt, Raatz, Schraufnagel, Holtzhausen. Hederer abstained from voting. Motion carried.

Mayor Schmidt: Mayor Schmidt reported on a seminar presented by Ruder Ware Law Offices regarding the Budget Repair Bill and the effects on the city.

Mayor Schmidt appointed Pat Baumgartner and Linda Lysne as election workers for the remainder of the term which expires on December 31, 2011. Motion was made by Hederer, seconded by Beisner to approve these appointments. Motion carried with a voice vote.

DPW Harland Higley: There were no building permits in February.

DPW Higley gave the water and sewer pumping and treatment reports.

Engineer Report: The Well #13 Treatment Project is complete other than the restoration in the spring. There is an issue with a chemical feed pump.

Earth Inc has been working on the Treatment of #9 and #12 Wells.

Consideration of Summer Hire: DPW Higley asked if the council is interested in a summer hire for lawn mowing. Motion was made by Raatz, seconded by Kaiser to approve offering the summer help to last year's employee and if he decides not to take the position to open it up to other applicants. Motion carried with a voice vote.

Committee meetings for March: Colby-Abbotsford Police Commission will meet on March 14, 2011 at 6:00 P.M. at the Colby-Abbotsford Police Department. City Planning Committee will meet on March 29, 2011 at 6:00 P.M.

Streets/Equipment Committee will meet on March 28, 2011 at 6:00 P.M.

Adjourn: Motion was made by Beisner, seconded by Lange to adjourn at 7:36 P.M. Motion carried with a voice vote.

Approved _____
James W Schmidt, Mayor

Attest _____
Connie Gurtner, Clerk