

February 4, 2014 **February Council**

The regular meeting of the Colby Common Council was called to order at 6:30 P.M. by Mayor James Schmidt. On roll call: Henaman, O'Brien, T Schmidt, Thieme, Schraufnagel, Oestreich, Hederer and Kaiser. Also present were Mayor James Schmidt, Clerk Connie Gurtner, DPW Higley, Engineer Mike Voss, Sean Lentz and Patrick Malloy.

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

Minutes of the January 4, 2014 council meeting were pre-read and reviewed.

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

Financial Statement and Bills were discussed. A bill made out to HD Supply should be paid from the Water Fund rather than the Sewer Fund in the amount of \$336.81. Motion was made by Hederer, seconded by Schraufnagel to approve the bills as corrected. The amounts approved are as follows: General Fund \$526,162.52; Water Department \$30,126.20; Sewer Department \$43,617.78; Net payroll \$18,504.22. Motion carried with a voice vote.

Public Comment: Sean Lentz and Patrick Malloy from Ehlers Associates reviewed the financial options for 2014. The city currently has two Rural Development Loans that extend to 2043 and are at a higher rate. These bonds are scheduled to be paid by TIF and their respective water/sewer funds. One of the recommendations from Ehlers is to pay the TIF portion of these bonds with existing TIF cash balances and to continue to pay the water/sewer portions at a more aggressive amortization to minimize the extra interest costs. The expenditure period of the TIF expires in September 2015, so it was also recommended to borrow for anticipated projects in the TIF at the current rates, which are much less than the Rural Development bonds. The council would like to see this scenario presented for approval at the March council meeting.

Colby-Abbotsford Police Commission met on January 13th.

The commission approved minutes and expenditures.

Carryover balances from 2013 to 2014: The carryover balances were reviewed by the committee. The automobile account was questioned as to when we will need to be purchasing a new squad. The committee approved the carryover balances.

2013 Budget Amendments: The budget amendments were discussed. B. Gosse questioned why the numbers were being moved as they were. He wanted to know why the budget didn't reflect the money spent more closely. The commission approved the 2013 Budget Amendments.

Transferring \$10,000 from the Metal Plate fund to the Accumulated sick payout account: Chief Gosse stated that they wrote a \$10,000 check out of the Metal Plate Fund for the accumulated sick payout account. He stated we just paid out Brian Rennie for his accumulated sick leave since he recently left the department. He said that we are roughly still underfunded by \$30,000. That is if all qualifying officers/staff left today.

Motion was made by T Schmidt, seconded by Schraufnagel to approve transferring \$10,000 from the Metal Plate fund into the accumulated sick payout account. Motion carried without negative vote.

Sale of the K-9 to the Clark County Sheriff's Department: Chief Gosse was supposed to negotiate a price for the sale of the K-9 to the Clark county Sheriff's Department. The two chiefs discussed the sale and decided on a price of \$6,000. Chief Gosse also contacted the company where we first purchased the dog and they were not interested in taking the dog back. Schraufnagel stated that he didn't see another option other than keeping the dog with Rennie and seeing if the newly hired officer would be willing to take the K-9 when he was hired. Chief Gosse stated that the county will not call out the K-9 every time the department is in need of one. Mayor Schmidt asked if there was any compensation from Clark County for letting them use the dog until the sale of the dog is approved by both councils. Chief Gosse stated that it was not discussed with Clark County. They will also negotiate the sale of the dog's equipment down the road. Motion was made by T Schmidt, seconded by Schraufnagel to approve the sale of the K-9 to the Clark County Sheriff's Department in the amount of \$6,000.00. Motion carried without negative vote.

Cat and Dogs held for cause in Marathon County: Marathon County Humane Society has decided that they will not take any more cats unless the City's contract with them for the year. The contract cost will be \$1,200.00 for each of the cities. Chief Gosse contacted area vet clinics and asked if they would contract with the department and no one was interested in housing and accepting stray cats. We do not have any place to go with the cats anymore. Animals held for cause are animals that have to be held for a certain amount of days. Marathon County Humane Society will house these animals for us if we sign a contract also but it is a pay as you use it service. Clark County Humane Society will not house animals held for cause anymore. The fees from Marathon County are \$60.00 to take the dog plus \$16 a day, a \$160.00 disposition fee plus vet bills if there are any. Chief Gosse stated he will do more research but you still do not have any place to go with animals from Clark County.

Engagement letter from Johnson Block for the 2013 Financial Audit: Money was budgeted in 2014 for the 2013 financials. Johnson Block's estimate was between \$3,200 - \$3,700. Motion was made by Schraufnagel, seconded by Oestreich to approve the 2013 financial audit by Johnson Block not to exceed \$3,700. Motion carried without negative vote.

Chief Report: Chief Gosse spoke upon the hiring of the new officer. He would like to have some input from the commission

on the hiring process. He stated that the applications were due last Friday and there were around 57 applications. The committee discussed dates and times for the hiring process. Gosse stated that he has picked out about 20 applicants to take the written test which will cost the department \$15 per test. If the department would grade the tests, it won't cost any more money. If they are sent back to the company it will cost more. Henaman questioned why the chief wanted to test so many applicants. Gosse would not like to make the emphasis for hiring a new officer on whether they would like a K-9 dog or not. It was brought up that if they get another K-9 handler that the officer should sign a contract with the department. The committee suggested having the chief and the two mayors sit down and discuss the applicants. By statute the chief will give the commission a list of qualified candidates to pick from for the hiring, they will narrow the list down to three and then it goes back to the chief and then he brings the recommendation back to the police commission and then both City's will need to approve it. Schraufnagel and Werner stated they would like to see all 20 of the applicants take the test so you have a wider pool of people to choose from. Schmidt asked if there was a scoring system from the test. Letter will be sent out on Thursday letting applicants know if they will be taking the test. In the past Gosse has had a teacher come in from the school to give the test. The test will be given on February 13th. The committee will review the tests and the resumes of the candidates at the March commission meeting and decide how many to interview.

Public Works Committee met on January 20th.

Test Wells/Well Development: With the new results we received on the well on West Wausau Street, it is now a good enough well to put online. The property is \$7,500 plus all closing costs. There was discussion on how to fund the wells and how fast to move on the development of the wells. There would be money in the TIF to use in the development of the wells. The amount you can use from the TIF would depend on which projects you were looking to do in 2015. It was suggested to use half the money from TIF and the rest from other sources. The committee would like to see the wells developed as soon as possible instead of sitting on them. Motion was made by Hederer, seconded by O'Brien to purchase the property on West Wausau Street from Ed Bieno for a new well in the amount of \$7,500 plus all closings costs. Motion carried with a voice vote.

Motion was made by Hederer, seconded by Kaiser to approve a contract for well site investigation report with MSA Engineering at a cost of \$14,100. Motion carried with a voice vote.

Lights on South 1st St: The committee needs to make some decisions on the street lighting to be used on South First Street. You could use the street lights like the ones used on the highway project. You could also put the shorter street lights in to make the downtown more decorative. Placement needs to be decided whether you want alternating street lights on South First Street or have them only on one side like it is right now. It was suggested to use LED lights on this project. The committee would like to see prices before making any decisions.

TIF Purchase of Radio Reads for Water Meters: There is currently 356 radio reads installed. Roughly 344 more are needed to have all the meters in the city capable of remote reading. The radio reads are currently \$120.00 a piece. We do have \$15,000 in this year's budget to purchase some more. The committee needs to decide if they would like to take about \$26,000 out of the TIF to purchase them all. Motion was made by T Schmidt, seconded by Kaiser to take up to \$27,000 out of the TIF fund to purchase the rest of the radio reads for the water meters. Motion carried with a voice vote.

Water/Sewer 2014 Budgets: The committee discussed the 2014 Water/Sewer budgets. Motion was made by Hederer, seconded by Kaiser to approve the 2014 water/sewer budgets. Motion carried with a voice vote.

City Planning Committee met on January 28th.

Assessment Revaluation Contract with Greg Schmidt: The Department of Revenue is requiring that all assessment records be digital. Greg Schmidt is proposing a full revaluation and at that time the records would be made digital. His bid for the work is \$29,900 which also includes the regular annual fee of \$9,800, so the revaluation would be about \$20,100. The committee agreed that we need to do the work and should budget for it in 2015. Motion was made by Schraufnagel, seconded by Kaiser to do a full revaluation in 2015 at a cost of \$29,900. Motion carried with a voice vote.

Ordinance 2014-1 Ordinance Amending Zoning Definitions Pertaining to Certain Nonconformities: This ordinance changes the definitions for "Nonconforming Use". Motion was made by Schraufnagel, seconded by Henaman to approve Ordinance 2014-1 as presented. Motion carried with a voice vote.

Ordinance 2014-5 Ordinance Amending the Colby Zoning Code Regarding Nonconforming Uses, Structures & Lots: This ordinance repeals and amends our existing ordinance to adopt the major changes in state law regarding zoning nonconforming uses, structures and lots. Motion was made by Schraufnagel, seconded by Kaiser to approve. Motion carried with a voice vote.

Ordinance 2014-2 Ordinance Regarding Statutory Limits on Access to Municipal and Municipal Utility Records: The legislature has recently made changes to the state law expanding certain citizen privacy protections pertaining to new limits on public records access. This ordinance reflects the most recent changes and modifications to the law. Motion was made by Hederer, seconded by Oestreich to approve. Motion carried with a voice vote.

Ordinance 2014-3 Ordinance Amending the City Building Code: This ordinance adopts the new regulations stating that all UDC variances need to be heard by Wisconsin Department of Safety and Professional Services, not the local Board of Appeals. Motion was made by Schraufnagel, seconded by Kaiser to approve. Motion carried with a voice vote.

Ordinance 2014-4 Ordinance Regarding Social Host Responsibility: The committee reviewed this ordinance and would like to ask Chief Gosse his opinion.

Mayor Schmidt: Mayor Schmidt reported that he had met with Bob Kulp regarding phosphorus limits. Bob Kulp provided the Mayor with information on the new legislation regarding phosphorus limits and also had information about new ID laws

in the works for Hispanics.

DPW Harland Higley: The following building permits were issued: Lee Kaschinska, 506 E Terrace St, interior remodel, replace paneling with drywall.

DPW Higley reported on the precipitation and flows for January 2014 at the STP. He also reported on the pumpage of water for January 2014. The city had one water main break on Terrace Street this past month.

Engineer Mike Voss: MSA will complete the well site investigation report this month and mailed in to the state. They continue to look at phosphorus limit options for our STP.

Operator License: The following application was received for approval: David Stuttgen, N14250 Division Ave, Colby - motion was made by Kaiser, seconded by Hederer to approve. Motion carried with a voice vote.

Carry-Over Funds 2013 to 2014: Motion was made by T Schmidt, seconded by Schraufnagel to approve carry-overs as follows. Motion carried with a voice vote.

FUND BALANCE
FUND BALANCE \$ 395,210.05
MACHINE/EQUIP \$ 55,104.35
OFFICE EQUIP \$ 8,257.83
DONATIONS \$ 15,002.82
OFF STREET PARKING \$ 6,012.23
STREET LIGHTS \$ 24,541.85
STREET MAINTENANCE \$ 13,620.49
GRANT PLANNING \$ 10,612.85
ECON DEVELOPMENT \$ 8,731.41
ENVIRONMENT CONCERNS \$ 527.65
SIDEWALKS \$ 16,447.50
STORM SEWER \$ 55,543.56
FIRE DEPT EQUIP \$ 35,140.26
OFFICIAL MAPPING \$ 7,500.00

TOTAL GENERAL \$ 652,252.85

Well House \$ 25,000.00
Wells \$ 60,000.00
Water Tower \$ 12,500.00

TOTAL WATER \$ 97,500.00

Committee meetings for February: Colby-Abbotsford Police Commission will meet on February 10, 2014 at 6:30 P.M. at the Police Department. Parks/Rec/Recycling committee will meet on February 11, 2014 at 7:00 P.M.

Adjourn: Motion was made by Schraufnagel, seconded by Kaiser to adjourn at 8:00 P.M. Motion carried with a voice vote.

Approved _____
James W Schmidt, Mayor

Attest _____
Connie Gurtner, Clerk