

April 1, 2014 **April 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, Hederer and Kaiser. Oestreich was absent. Also present were Mayor James Schmidt, Clerk Connie Gurtner, DPW Higley and Engineer Mike Voss.

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

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

Motion was made by Schmidt, seconded by Hederer 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 in the amounts as follows: General Fund \$97,315.59; Water Department \$44,266.85; Sewer Department \$46,342.44; Net payroll \$17,630.03. Motion carried with a voice vote.

Public Comment: none

Colby-Abbotsford Police Commission met on March 10th.

The commission approved minutes and expenditures.

Chief Report: Chief Gosse informed the commission that Clark County is going to all digital channels. It will cost about \$30/per radio to re-program each radio. He reported that there was some damage to the Chevrolet squad from December and the cost to repair the other individual's vehicle is \$622.10, but the department has a \$500 deductible and he is questioning if we should file a claim or just pay for the cost. He is going to ask the insurance company if this claim will increase our premiums and the commission will discuss at the next meeting.

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. PURPOSE: Review applications/Hire Police Officer

The commission came out of closed session and voted to hire Christopher Brandner to fill the position as police officer.

Personnel/Labor Relations Committee met on March 17th.

Income Continuation Insurance Premiums through Wisconsin State Retirement: The council had approved Income Continuation Insurance through the Wisconsin Employee Trust Fund with the idea that there was no premium for coverage that starts at 180 days. The clerk has found out that the only reason that there is not a premium at this time is because the state is on a premium holiday because of an overfunded program. The state is still unsure if there will be any premiums in 2015. At our current wages, the total premium would be \$955/year. So the clerk is asking if the city would like to continue with the paperwork to get signed up even though there may be a premium at some point. The committee approved recommending this to full council. Motion was made by Schraufnagel, seconded by Thieme to continue with application for the Income Continuation Insurance Premiums through Wisconsin State Retirement. Motion carried with a voice vote.

Employee Uniform Vendor Contracts/Pricing: DPW Higley did some research on pricing for mats and uniforms. He received two quotes – one from Aramark for a total of \$89.79 per month and one from G & K Services for \$115.76 per month. We currently pay Unifirst \$252.38 for a four week period. The clerk is going to look at our existing contracts to see if we can switch to a different company for both mats and uniforms.

Closed Session Per State Stat. 19.85 (1)(b): Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed request that an open session be held. Purpose: Investigating Charges of Lack of Employee Performance with Respect to Wastewater Treatment Facility Duties

Motion was made by O'Brien, seconded by Thieme to go into closed session per the above section. Roll Call Vote: Ayes – O'Brien, Thieme, Schraufnagel. Noes – none. Motion carried with a voice vote.

Public Works Committee met on March 31st.

South 1st Street Project: Todd Traeder from MSA went over the overview of the upcoming South 1st St Project and presented a project timeline. The project will have a start date of July 23rd, after Cheese Days. Street lighting for the street was discussed. MSA recommends the city use LED lights with 18 foot posts, staggering them every 80 feet. The existing light poles on Clark St will stay but the bases will be replaced and new wiring will be run to them. Three trees will be taken down on the block from Clark to Broadway. The committee was concerned about making sure the businesses on the street have access to their businesses at all times throughout the project.

STP Facility Plan for Phosphorus Treatment: Jeremy Haas from MSA went over the Wastewater Facilities Plan for the

Phosphorus Treatment. The city has three options to choose from in meeting the new phosphorus limits. The three options are: Mechanical Treatment, Water Quality Trading and the Proposed Legislation. Haas recommended going with the new proposed legislation being passed right now. It is the most cost effective option of the city. In this option the city would pay \$50 per pound of phosphorus discharged, which will amount to approximately \$14,000 per year (280 pounds per year x \$50). The money you would pay to be in compliance each year would be paid to the DNR which in turn would be dispersed to the counties in which the watershed you discharge your phosphorus into lies. The city could choose to increase the sewer rates to make up for the \$14,000 being spent each year; the city would need to increase sewer rates approximately 2.9%. This would increase the volume charge from \$11.15 to \$11.47 per thousand gallons; which would result in a household increase of about \$1 per month. The city is currently in compliance with the DNR for phosphorus for the next 1 1/2 years with our current limits.

Our current plant will be in need of some improvements in the next 20 years. Haas provided the council with a list of improvements in order of importance. Options #1 through #3 will be a necessity at some point. Items #4 through #7 are more wish list items:

1. Influent pumps
4. Telemetry/SCADA/Electrical
2. Influent fine screen
5. Clarifier Mechanical Rebuild
3. Grit removal system
6. Oxidation Ditch Mechanical Rebuild
7. Oxidation Ditch Surface Aerator

In order to submit the facility plan to the DNR, Haas will need to know a decision on which way the city is planning to go in terms of meeting the phosphorus limits and you can list if any improvements will be made, otherwise you can leave it blank. The committee would like to see items #1-3 included on the plan and they feel like the proposed legislation option will be the best. The city will have to hold a public hearing for the Wastewater facilities plan and then submit the plan to the DNR.

Extension of Jackson Street to Access Detached Garage: Dave Decker recently purchased a home at 201 E Adams St. He would like to see Jackson St. extended down so he can gain access to the detached garage on his property that faces Jackson St. DPW Higley figured they would need to extend the street approximately 115 more feet to reach the garage and the extension would be about 15ft wide. He figured it would cost roughly \$1,029.00 just for the materials to extend the street not including labor. The city would do the labor. Motion was made by Kaiser, seconded by Schmidt to approve the extension of Jackson Street, not to exceed a cost of \$1,700. Motion carried with a voice vote.

Contract for Street Sweeping/Leaf Pick Up: Whirlwind sweeping gave a price quote for the following: 3 sweepings, one spring, summer and fall sweeping for \$5,750.00; Leaf pick up, not to exceed \$5,600.00; and Catch Basin Cleaning for \$125.00 per hour. Motion was made by Hederer, seconded by Kaiser to approve Whirlwind Sweeping for street sweeping/leaf pickup/catch basin cleaning as presented. Motion carried with a voice vote.

Sewer Reimbursement for Bills with High Reads: The committee discussed 4 different residents seeking reimbursement on a portion of their sewer charges. The first one is the Methodist Church. The church had a water leak that resulted from a faucet downstairs that was turned on when their water service was frozen and the handle was never turned back off; when their service was thawed the water started running downstairs. It was estimated that based on the amount of water downstairs that roughly 6,000 gallons of water was pumped out of the basement. Motion was made by Hederer, seconded by Schmidt to approve a 6,000 gallon sewer forgiveness for the Methodist church in the amount of \$66.90. Motion carried with a voice vote.

Carol Swoboda at 306 W North St. had the snow on her roof recently shoveled off. When the workers shoveled the snow off it inadvertently turned on her outside faucet. Swoboda contacted Al Raatz and had him come and look outside. He had to dig to get to the water faucet and it was indeed running. Motion was made by Schmidt, seconded by Hederer to approve a sewer credit in the amount of \$33.45. Motion carried with a voice vote.

Shane and Jodi Underwood contacted Clerk Connie Gurtner when they found that their son had turned the outside water faucet on and they were unaware he left it running. This resulted in excess water use. Motion was made by Oestreich to not forgive any of the sewer portion of the bill. Motion failed for lack of a second. Motion was made by Schmidt, seconded by Hederer to forgive a half of the portion of their sewer bill - 3,000 gallons, in the amount of \$33.45. Motion carried with a voice vote.

Alliance Management was seeking sewer reimbursement from a water leak that occurred under one of the mobile homes that they own in the park. The committee discussed the water leak issue. Motion was made by Schmidt, seconded by O'Brien to deny the request made by Alliance management to forgive a portion of their sewer bill. Motion carried with a voice vote. Henaman voted no.

The committee also discussed the possibility of creating a policy to handle situations like these in the future.

Funding Sources for Well Development: Jeremy Haas from MSA discussed funding options for developing the test wells we recently purchased. Plans and specifications for the wells would need to be to the DNR by June 30 to be considered for a Safe Drinking water loan. It will cost \$6,000 for MSA to write the application for the loan to the DNR. If approved the city could construct the wells in the fall of 2014 or anytime in 2015.

Mayor Schmidt: Mayor Schmidt reported on his meeting with McDevco and United Communities of Clark County. Mayor Schmidt also reported on the meeting of the Cemetery Association.

Mayor Schmidt appointed Bev Fecker to serve as an election inspection. Motion was made by Hederer, seconded by Kaiser to approve the appointment. Motion carried with a voice vote.

DPW Harland Higley: The following building permits were issued: Janessa Schmitt, 308 W Wausau St, insulation/drywall.

DPW Higley reported on the precipitation and flows for March 2014 at the STP. He also reported on the pumpage of water

for March 2014. The city wells are starting to gain now, about a foot or two. There were 36 services froze, one fire line froze and we currently have 55 customers running water at this time.

Engineer Mike Voss: Voss reviewed the timeline for bidding the South 1st Street Project. The project is projected to start July 25th with completion the end of October. MSA is recommending 18' foot poles in the South 1st Street project plan. This will provide better lighting and also room for banners.

Picnic License – Colby Lions Club – April 23, 2014: Motion was made by Schraufnagel, seconded by Thieme to approve. Motion carried with a voice vote.

Summer Hire Position: DPW Higley would like to advertise for summer hire help. The prior summer hire isn't coming back. DPW Higley will run an ad.

Committee meetings for April: Colby-Abbotsford Police Commission will meet on April 14, 2014 at 6:30 P.M. at the Police Department. Re-Organization will be April 15, 2014 at 6:30 P.M. Personnel/Labor Relations will plan to meet immediately following Re-Organization. Parks/Rec/Recycling Committee will meet on Monday, April 7, 2014 at 6:30 P.M. Public Works Committee will meet on Monday, April 21, 2014 at 6:00 P.M.

Adjourn: Motion was made by Hederer, seconded by Schraufnagel to adjourn at 7:55 P.M. Motion carried with a voice vote.

Approved \_\_\_\_\_  
James W Schmidt, Mayor

Attest \_\_\_\_\_  
Connie Gurtner, Clerk