

The regular meeting of the Colby Common Council was called to order at 6:30 P.M. by Mayor James Schmidt. On roll call: Hamm, O'Brien, T Schmidt, Thieme, Lynn, Oestreich, Hederer and Kaiser. Also present were Mayor James Schmidt, Clerk Connie Gurtner, DPW Harland Higley Jr, and Chief Bauer.

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

Minutes of the January 5th council meeting were pre-read and reviewed. Motion was made by Hederer, seconded by O'Brien to approve the minutes as presented. Motion carried with a voice vote.

Financial Statement and Bills were discussed. Motion was made by T Schmidt, seconded by Hederer to approve the bills. The amounts approved are as follows: General Fund \$491,711.80; Water Department \$50,247.22; Sewer Department \$30,331.15; Net payroll \$18,367.37. Motion carried with a voice vote.

Colby-Abbotsford Police Commission met on January 11th.

The commission approved minutes and expenditures.

Under Carryover Funds from 2015 to 2016 Clerk Gurtner explained that the working cash has been accumulating a balance. During the last year there has been less staff throughout the year as positions have been hired and also there was less overtime. The current Chief wages are also less than the previous Chief wages. Clerk Gurtner suggested a solution to reduce the funds by transferring \$40,000 to the Auto Fund from the Fund Balance. The commission approved carry-over funds as follows.

Carryover Balances from 2015 to 2016:

Balances as of 12/31/2015

General Fund Balance:	\$106,174.24	(\$40,000.00)	\$66,174.24
Automobile/Equipment:	\$ 47,961.97	+\$40,000.00	\$87,961.97
Lockouts:			\$ 982.13
Registration:			\$ 2,346.11
Retirement Benefits:			\$24,863.86
Police Drug Dog Fund:			\$10,706.02
Metal Plate Fund:			\$ 4,587.56

Under Budget Amendments Resolution 1-2016 Approving Amendments to the 2015 Budget, the commission approved as presented without negative vote.

The commission approved Resolution 2-2016 Approving Amendments to the 2016 Budget.

Under Equipment purchase for new squad, the commission approved the equipment purchase in the amount of \$6,852.12.

Under Administrative Assistant job description it was stated an updated description is necessary to perform a fair employment appraisal. The Administrative Assistant performance review will be done before the next Police Commission meeting and the salary increase will be based upon the appraisal, retroactive to January 1st, 2016. The commission approved the updated Administrative Assistant job description.

Under Lexipol Policies, the commission approved the policies as presented with on correction to remove any duplicates. Policies approved: 302 Handcuffing and Restraints, 303 Control Devices and Techniques, 304 conducted energy device, 308 Officer Response to calls, 311 search and seizure, 312 Temporary Custody of Juveniles, 313 Adult Abuse, 314 Discriminatory Harassment, 316 Missing Persons, 317 Public Alerts, 318 Victim and Witness Assistance, and 319 Bias-Motivated Crimes.

Under Chief's Report, Chief Bauer stated that some warranty work was done on the Impala on the coolant system. The Durango had an expected ship date of January 11, 2016. The department had one fender bender with a squad and a personal vehicle. There was minor damage to the squad. The Department is proud of a large drug bust in Abbotsford. There will be some upcoming overtime due to the retirement of an officer.

Under Ross Rannow's Resignation from the Police Department it was stated that the resignation was received effective February 17, 2016 at 12:30 p.m. There was 212 ½ hours of vacation, 25 ½ hours of floating holiday, and 17 hours of sick time to be utilized. The commission moved to accept the resignation from Ross Rannow effective February 17, 2016 at 12:30 p.m. Motion carried without negative vote.

The next meeting will be February 8, 2016 at 6:30 p.m.

The commission met in closed session for the purpose of hiring a new patrolman. The commission re-convened in open session and approved the hire of Adam Sazama. Motion was made by T Schmidt, seconded by Lynn to hire Adam Sazama as a full time patrolman. Motion carried with a voice vote.

City Planning Committee met on January 11th.

Library Expansion Timeline: Library Director Calmes has created a timeline for the CPL Building Project. The committee discussed what the next step would be in this process. It was decided by the committee that the next step is to look at hiring an architect to get some good plans and cost estimates. SEH has been hired to start the income survey to determine if the city can write a CDBG

application. Also discussed was creating a Library Building Committee. Members from the Library Board, City Government, Council, Community, Financial Institutions and Media were some suggested areas to look for volunteers.

Possible Locations for New Library Construction: There are currently three locations in discussion. The locations are all owned by the school district. The first location is the corner of 2nd and Adams Street and the other two are either the district office location or the lot to the west of the district office.

Architectural Design Costs: Clerk Gurtner talked to SEH today about the possibility of getting some architectural plans started. The committee would like to look into creating a request for proposal to bid out these plans. Clerk Gurtner and Director Calmes will contact other recently built libraries to see who had they had do plans.

Lease of Colby Property to Colby Pullers Club: Todd Schmidt met with the Colby Pullers Club to create a draft lease for the pulling track locations. The lease is similar to the previous contract, except the terms will be from 1/1 to 12/31 and the rental amount is \$300. Mayor Schmidt suggested having the utility costs before we decide on a rental price. Todd Schmidt will get a final copy ready for approval. Clerk Gurtner will research the current Xcel bills for the property. The committee approved forwarding the contract on to the council for approval after the attorney's review. Motion was made by T Schmidt, seconded by Kaiser to approve property lease with the Colby Pullers with an amended to the rent amount from \$300 to \$200 and to include a January 1st payment date on the rent. Motion carried with a voice vote.

Outside Consumption Ordinance: Hederer would like the committee to look at the outside consumption ordinance to get the wording changed for Colby Cheese Days. Hederer and Kaiser stated that the ordinance wording is not clear and they would like to see the ordinance changed to allow for beer to be on the street during Cheese Days during any hours. Todd Schmidt talked to the Chief of Police and he is not in favor of changing the ordinance. The purpose of changing the ordinance would allow for people to leave the beer tent to go to the dance floor and bathrooms. The committee will discuss the next meeting once we have the ordinance reviewed and have the Cheese Days committee create a plan showing the area included.

Personnel/Labor Relations Committee met on January 18th.

The committee met in closed session to do a six month review of Sewer Treatment Operator, Clint Smith. Motion was made by Thieme, seconded by O'Brien to grant Clint Smith his \$.50 due because he has completed his probation period. Motion carried with a voice vote.

Public Works Committee met on January 21st.

Purchase of a Frost Tooth: A frost tooth is an attachment for the 580 backhoe and is used to rip through the frost when repairing a main break. DPW Higley stated it is a piece of equipment we should have, in the past we have had to hire to have someone else dig through the frost to repair the main. The price for a new frost tooth is \$1,084.00 but there is a possibility that the City can purchase a used one for less. Motion was made by Hederer, seconded by Kaiser to purchase a frost tooth not to exceed \$1,084.00. Motion carried with a voice vote.

Engineering for South 4th Street: DPW Higley would like to see engineering plans drawn up for the re-construction of South 4th Street. He would like to see the project shovel ready; that way if any grants were made available for street work the City would be ready to go on the project. The committee would like to see the money put in the budget for next year to hire for engineering plans for South 4th Street.

Clean the Outside of Clarifiers: DPW Higley received a price from Cook Painting to pressure wash and paint the outside of the clarifiers. It will be \$750.00 to pressure wash the outside of both clarifiers. To seal the outside would be \$5,822.00. DPW Higley is recommending that the City hire Cook painting to clean the outside of the clarifiers for now. The committee approved hiring Cook Painting to clean the outside of both clarifiers in the amount of \$750.00.

Water Tower Painting: Lane tank painted the industrial park water tower in 2010. The year after the painting was done the paint started flaking off and Lane came in and repaired the paint. Lane tank was in again this last week because the paint is flaking off again. They are checking in to see what it keeps happening and repair it again.

LED Lights for Highway 13: DPW Higley would like to go out for bids for LED lights on the highway, this would entail replacing the bulbs and heads starting at North Street and going north to the city limits. There is money in the budget, about \$15,000 plus some in contingency, but not enough to replace them all. The committee approved going out for bids on LED lighting on Highway 13.

Mayor Schmidt: Mayor Schmidt reported on the United Communities of Clark county meeting.

Clerk Gurtner: Clerk Gurtner stated that we have two personal property bills from 2014 that have not been paid – A-Z Town and Country in the amount of 2,206.86 and Brandi Hagen in the amount of \$249.94.

DPW Harland Higley: The following building permits were issued: Forward Financial, 201 & 203 Lieders St, replace roof.

DPW Higley reported on the precipitation and flows for January 2016 at the STP. He also reported on the pumpage of water for January 2016.

Operator's License: The city received an operator's license: Scot Baumgartner, W4376 Apple Ave, Medford, WI – motion was made by Kaiser, seconded by Hederer to approve. Motion carried with a voice vote.

Committee meetings for February: Colby-Abbotsford Police Commission will meet on February 8, 2016 at 6:30 P.M. at the Police Department. City Planning Committee will meet on February 24, 2016 at 6:30 P.M.

CLOSED SESSION PER STATE STATUTE 19.85(1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

PURPOSE: REVIEW PROPOSED BY-LAWS AND ORDINANCE REGARDING COLBY PUBLIC CEMETERY WITH ATTORNEY DIETRICH

Motion was made by Hederer, seconded by Lynn to go into closed session. Roll Call Vote: Ayes – Oestreich, Hederer, Kaiser, Hamm, O'Brien, Schmidt, Thieme, Lynn. Noes – none.

Adjourn in Closed Session: Motion was made by Hederer, seconded by Hamm to adjourn in closed session at 8:12 P.M. Motion carried with a voice vote.

Approved _____
James W Schmidt, Mayor

Attest _____
Connie Gurtner, Clerk