The regular meeting of the Colby Common Council was called to order at 6:30 P.M. by Mayor James Schmidt. On roll call: Flink, O’Brien, Schmidt, Thieme, Hesgard, Oestreich, Hederer and Kaiser. Also present were Mayor James Schmidt, DPW Higley, Clerk Gurtner and MSA Engineer Mike Voss.

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

**Minutes** of the December 5th meeting were pre-read and reviewed. Motion was made by Hederer, seconded by Flink to approve the minutes as presented. Motion carried with a voice vote.

**Construction Change Directive #11:** Change Directive #11 for $10,006.00 includes landscaping changes, memory tree lighting, wood baseboard, removal of coat rack, grill color change and additional door hardware. Motion was made by T Schmidt, seconded to Thieme approve the Construction Change Directive #11. Motion carried with a voice vote.

**Pay Request #9 to SD Ellenbecker for $84,151.54:** Motion was made by T Schmidt, seconded by O’Brien to approve pay request #9 to SD Ellenbecker for $84,151.54. Motion carried with a voice vote.

**Financial Statement and Bills** were discussed. Motion was made by Flink, seconded by T Schmidt to approve the financial statement and bills. The bills include Item 5 from the agenda – Pay Request #9 for SD Ellenbecker of $84,151.54. The amounts approved are as follows: General Fund $377,881.94; Water Department $34,261.45; Sewer Department $19,916.51; TIF Fund $144,415.23; Net payroll $17,806.58. Motion carried with a voice vote.

**Public Comment:** Jason Thieme said that residents are asking if we are utilizing the signs as best we could.

**Personnel/Labor Relations Committee** met on December 4th. Personnel/Labor Relations met in closed session and their recommendation was for a 2% wage rate for all employees and to adjust Clint Smith’s pay rate to the same as everyone else and also to pay Clint an addition 25 cents. Clint’s new rate will be $20.60 plus 48 cents in addition to the 42 cents for his 2%. Motion was made by Thieme, seconded by Oestreich to appove the 2% wage increase for all employees, plus the 48 cent raise increase for Clint Smith. Motion carried with a voice vote.

**Colby-Abbotsford Police Commission** met on November 11th.

The commission approved minutes and expenditures.

2017 Holiday gifts for employees - the commissioners were informed that in the past officers received $25.00 Abby/Colby Chamber Bucks gift certificates as a Holiday gift. The commission approved $25.00 Abby/Colby Chamber Bucks with a unanimous vote.

Financial audit - it was reported that there is no legal requirement for the Police Department to be audited. Currently, the City of Colby does the recordkeeping for the P.D. and in the past self-auditing has been done between the City of Colby and Chief Bauer. It was estimated that there would need to be between $3,000 to 4,000 budgeted for a 2018 audit. Weideman asked if a request for proposal (RFP) to do an audit could be prepared and returned before the February meeting. It was decided that a RFP should be developed for a future audit.

Under Chief’s report, Chief Bauer informed the commissioners that the department is extremely busy with complaints. Over the past month they have handled a lot of warrants in addition to an increase in traffic stops. Kramer asked why the current report’s numbers vary relative to past months. Bauer stated that due to Jessica Weich’s increase in tracking properties, along with an added officer doing more investigations, the numbers make sense. The miscellaneous activity includes vehicle washing and the installation of a new vehicle headlight. The commissioners asked Bauer to include a brief narrative on future reports. Bauer said there were between 25-30 hours of overtime during the Abbotsford Christmas Parade, and he has to update the K9 numbers for the current report.

**Central Fire & EMS District** met on December 21st.

The minutes were provided in the packet for the council.

**Mayor Schmidt:** Mayor Schmidt reported on the meeting of the United Communities of Clark County and Clark County Economic Development.

**Clerk Gurtner**: Clerk Gurtner thanked the city for the Christmas gift. She also reported on the tax collection.

**DPW Report:** He also thanked the city for the Christmas gifts. The following building permits were issued: Cindy Knight, 307 N 1st Street, raze house; Pleasant Valley Properties, 101 Green Acres Terrace, modular home.

DPW Higley reported on the wells and pumping gallons for December 2017.

He also reported on the precipitation and flows for December 2017 at the Sewer Treatment Plant.

A valve at the Sewer Treatment Plant blew and we had a sewer leak. We had two septic haulers come and pump out the sewer as it leaked. We have turned in a claim to insurance. We also had a peak in water usage last Friday. We did not find were the water went, but by Saturday it was done.

**Engineer Mike Voss:** Engineer Voss reported that they are working on uranium plans for the city to be approved by the DNR.

**Operator’s license**: Hunter Gurney, 100 W Clark St, Colby, WI; Samantha Thornton, W5383 Cty Rd X, Owen, WI; Zachary Brockhaus, 315 N 7th St, Colby, WI; Jeremy Bender, 100 W Clark, Colby, WI; Sierra Apfelbeck, 103A S 6th St, Colby, WI. Motion was made by Kaiser, seconded by Hederer to approve the operator’s licenses as presented. Motion carried with a voice vote.

**2018 Water/Sewer Budgets:** Motion was made by T Schmidt, seconded by Hederer to approve the 2018 Water/Sewer Budgets as presented. Motion carried with a voice vote.

**Resolution 1-2018 Budget Amendments:** Motion was made by Hederer, seconded by Oestreich to approve Resolution 1-2018 Budget Amendments as follows. Motion carried with a voice vote.

***RESOLUTION 1-2018***

***APPROVING AMENDMENTS TO THE 2017 BUDGET***

*WHEREAS, certain authorized expenditures within the adopted 2017 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 2017 budget be amended as follows:*

*Reallocation Expenses as follows:*

*100-51001 Salaries -$5,400.00*

*100-51420-304 Clerk Wages - $5,200.00*

*100-51600-306 City Hall Wages - $1,400.00*

*100-53300-309 Street Maint Wages - $1,800.00*

*100-53631-316 Recycling Wages - $1,000.00*

*100-52200-330 Fire Protection Wages +$4,300.00*

*100-53440-315 Storm Sewer Wages +$3,000.00*

*100-55100-320 Library Wages +$4,000.00*

*100-55200-321 Parks/Rec Wages +$3,500.00*

 *(Adjust Payroll Accounts)*

*100-57460 Parks Capital - $3,000.00*

*100-55200-270 Parks/Rec Maint +$2,000.00*

*100-55200-285 Ballpark Main +$1,000.00*

 *(Adjust Parks Expenses from Capital to Maint)*

*100-48100 Interest Revenue +$3,000.00*

*100-48300 Property Sales +$5,000.00*

*100-42100 C/G Assessment +$4,500.00*

*100-45110 Law & Ordinance Violations +$4,000.00*

*100-46100 Misc Revenues +$6,000.00*

*100-58100 Principal +$30,000.00*

*100-58200 Interest - $5,000.00*

*100-59204 Contingency - $3,500.00*

*100-56700 Economic Development +$1,000.00*

 *(Adjust Revenues/Library Loan Pymt/Econ Dev)*

*James W Schmidt, Mayor*

*Connie L Gurtner, City Clerk*

**Carry Over Funds from 2017 to 2018**: Motion was made by O’Brien, seconded by Flink to approve the carry over funds from 2017 to 2018 as follows. Motion carried with a voice vote.

|  |  |  |
| --- | --- | --- |
| FUND |  | BALANCE |
| FUND BALANCE |  | $372,739.56 |
| STREET CONSTRUCTION |  | $61,500.00 |
| CITY HALL |  | $31,000.00 |
| MACHINE/EQUIP |  | $17,104.35 |
| OFFICE EQUIP |  | $8,257.83 |
| DONATIONS |  | $0.00 |
| OFF STREET PARKING |  | $6,012.23 |
| STREET LIGHTS |  | $19,091.85 |
| STREET MAINTENANCE |  | $0.00 |
| GRANT PLANNING |  | $0.00 |
| ECON DEVELOPMENT |  | $8,731.41 |
| ENVIRONMENT CONCERNS |  | $0.00 |
| SIDEWALKS |  | $16,447.50 |
| STORM SEWER |  | $10,543.56 |
| FIRE DEPT EQUIP |  | $35,140.26 |
| OFFICIAL MAPPING |  | $7,500.00 |
|  |  |  |
| TOTAL GENERAL |  | $594,068.55 |
|  |  |  |
|  |  |  |
| Well House |  | $25,000.00 |
| Wells |  | $60,000.00 |
| Water Tower |  | $12,500.00 |
|  |  |  |
| TOTAL WATER |  | $97,500.00 |

**Cross Connection Inspections:** Hydrocorp presented a contract for $236/month up from $220/month for 2018 and 2019. Motion was made by Hederer, seconded by Flink to approve the two year contract of $5,664 or $236/month. Motion carried with a voice vote.

**Committee meetings for January:** -Abbotsford Police Commission met on January 8, 2018 at 6:30 PM at the Police Department. Central Fire & EMS District will meet on January 23, 2018 at Station 2.

**Adjourn:**  Motion was made by Hederer, seconded by Flink to adjourn at 7:24 PM. Motion carried with a voice vote.

Approved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 James W Schmidt, Mayor

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