

**MINUTES OF A REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF FENNIMORE, GRANT COUNTY, WISCONSIN
HELD ON MONDAY, MARCH 26, 2018**

This meeting was called to order by Mayor Ryan Boebel at 6:00 p.m.

Roll call was taken with the following alderpersons answering present: Jeff Hagen, Greg Ashmore, Linda Stephenson, Sara Brodt, Jessie Strack, and Dave Streif. Gerald Bollant and Pete Adam were absent. Others present: DPW-Dennis Biddick, Clerk-Misty Molzof, Fennimore Times-Erin Martin, Tina Frye and Teresa Cox representing the Dog Park.

Agenda: Proof in the form of a certificate of public notice given as required by Section 19.84, Wis. Stats., as to the holding of this meeting, was presented by the Clerk. Motion by Streif to approve the proof of posting and agenda. Second by Brodt. Carried 6-0.

Operator's licenses: None.

"Class B" Provisional Liquor License: Motion by Streif to approve "Class B" provisional liquor license for Fennimore Hilltop, 760 Lincoln Avenue, Corrina Friederick, Agent. Second by Brodt. Carried 6-0.

Fireworks Permit: Motion by Brodt to approve the fireworks permit for Fennimore Fun Fest, Saturday, June 2, 2018, rain date June 3, 2018. Second by Stephenson. Carried 6-0.

Temporary "Class B" Picnic License. Motion by Strack to approve temporary "Class B" picnic license for Fennimore Fun Fest, June 1-3, 2018. Second by Streif. Carried 6-0.

Motion by Stephenson to approve the minutes of the March 12, 2018 regular council meeting as presented. Second by Hagen. Carried 6-0.

Fennimore Dog Park: Tina Frye was present and explained to the council that she has been in contact with DPW regarding city owned vacant land in the industrial park. There are a couple of options, one is currently a piece of the Nature Park, and the other is the landfill site. Biddick stated that the one lot currently owned by the city is about 250' X 50' and abuts the property owned by Premier Coop. Biddick reported that this lot could be accessed through the nature trail, and there could be a future parking lot or access off of Switzer Road. Streif asked about using the landfill property, and Biddick responded that there are restrictions regarding ground penetration issued by the DNR and there would need to be some research done on those restrictions and allowable structures and uses of the property, and also it may be difficult or impossible to get water or lighting to that property because of these restrictions. Boebel asked about finding out from the DNR what could be done before we proceed, and Frye stated that the landfill would be the best location. Frye also stated that she will write a letter to Premier Coop regarding the possible donation of their property. This item was tabled until the next council meeting when more information could be gathered and presented.

Reports of city officers: Molzof reported that she has implemented an inventory tracking worksheet and provided training to electric department, the utility clerk will be working on a newsletter to go out with utility bills over the next couple of months and she will be posting weekly tips on the Facebook page, the 2017 audit entries have been received and the deputy clerk has them posted and they are ready for final review before bringing to Council, credit card application is in process and Molzof has been communicating with BMO, providing them with requested information and is waiting to hear

back for acceptance and issuance of the 1% cash back rewards cards, and over the next month Molzof will be researching and studying the Municipal Code, State Statutes, TID/TIF requirements, Bender Foods Developer Agreement, and preparing for the single audit that is required for 2017. Biddick reported that he is working on applying for the WWTP discharge permit that is due this month and expires in October, along with other permits and licenses required by the WI DNR. Biddick also reported that he has been working on the TID project, sending out RFP's so that the city can meet the deadlines in the Developers agreement. Biddick stated that this was delayed due to a change initiated by Bender's; however, it is moving along now and will hopefully be able to get some final approvals at the April 9, 2018 council meeting. Brodt asked if we will be able to use some of the rock and brick from the WWTP for fill in the TID project, and Biddick responded that most of that may be used for back-fill at the WWTP, and due to the timeline, it will probably not be possible. Police report was attached and there were no questions or comments. Promotions Coordinator report was attached and there were no questions or comments.

Semi-Monthly Claims: Brodt, member of Finance and Progress Committee presented total claims of \$35,118.55, including City general fund - \$10,054.13-; Electric and Water Utility - \$16,573.75; Wastewater - \$5,397.28; and 3/16/2018 payroll \$56,375.37. Motion by Brodt to approve claims as presented, second by Streif. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Gridor Construction payment request: Motion by Streif to approve Gridor payment request in the amount of \$511,135.15. Second by Strack. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

CDBG-TIF project claims: Motion by Brodt to approve \$2,073.71 in CDBG-TIF project claims. Second by Streif. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Committee Reports and Recommendations.

Property & Infrastructure:

Cemetery Infrastructure improvement costs: The committee met and discussed this on 3/12/2018; however, no decision has been finalized yet, and we will be meeting again with more information before making a final recommendation.

Jet-Vac Truck: Biddick reported that the committee is recommending the purchase of the 2009 Jet-Vac Truck from Enviro-Tech. Enviro-Tech strips down the used truck, repaints, rebuilds, and the finished product is a like-new truck. The cost is \$158,000 less a \$5,000 trade-in for a total of \$153,000 and \$150,000 was earmarked; however, there is room in the budget to cover the other \$3,000.00 Brodt stated that she would like to see the camera purchase moving forward as well. Biddick replied that he is working on it and will hopefully be able to get more information soon. Motion by Hagen to approve the purchase of the 2009 jet-vac truck from Enviro-Tech for \$153,000. Second by Brodt. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Personnel & Administrative Committee:

Ordinance #2018-03 amending Chapter 25.045 of the Municipal Code, schedule of fees. Boebel stated that there has been a few conversations regarding the schedule of fees, and the committee met on March 21, 2018 to review and incorporate new changes as well as previously discussed changes. Significant changes are in the operator license section changing them from biennial to annual and reducing the price from \$25 to \$15, cemetery fee changes were made to remove perpetual care fees, and increase the cost in the new section to \$1,000 per lot to cover costs of improvements and maintenance. Motion by Brodt to approve Ordinance #2018-03 as presented. Second by Streif. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Personnel Manual Updates: Molzof explained some changes that were made to the personnel manual in various sections including: sick time, health insurance, wording under longevity section, uniforms and

clothing allowances, and employee evaluations. Motion by Brodt to approve changes as presented. Second by Streif. Carried 6-0.

WWTP employee resignation. Biddick reported that he received a letter of resignation from John Schmitt at the WWTP to be effective April 6, 2018. The job posting as approved by the committee will be in this week's Fennimore Times, is already posted on the website and on the utility Facebook page. Streif moved to accept resignation from John Schmitt, WWTP employee. Second by Ashmore. Carried 6 to 0.

Building permit fees: Biddick reported that there is a building demolition permit fee of \$10.00 that the city would be required to pay the city for each building in the TID project area. Brodt moved to approve waiving the building permit fees for the city building demolition project on city owned land at the future Bender Foods site. Second by Streif. Carried 6-0.

Old business: None.

New Business:

Adjourn to closed session under Wis. Stat. sec 19.85(1)(f) regarding employee absence. Motion by Brodt, second by Strack to adjourn to closed session per Wis. Stat. Sec 19.85(1)(f) at 7:00 p.m. Upon roll call vote, all members present voted aye. Carried 6-0.

Adjourned to closed session at 7:00 p.m.

Motion by Streif, second by Brodt to return to open session at 7:15 p.m. Motion carried 6-0. Returned to open session at 7:15 p.m.

Single Audit: Molzof reported that we are required to do a single audit for 2017 per grant guidelines, and asked that Johnson and Block be approved to perform the audit at a cost of \$4-6,000.00. Brodt moved to approve hiring Johnson and Block to perform the 2017 single audit not to exceed \$6,000.00. Second by Strack. Upon roll call vote, all members present voted aye. Carried 6-0.

Citizens Present: None.

Mayor Communications:

ATV / UTV Route Update: Boebel reported Assembly Bill No. 442 was enrolled on February 26, 2018, and if it sits on the Governor's desk for 30 days without being signed, it becomes law per attorney Brownlee. Boebel is hoping to have an ordinance ready for approval for the next council meeting.

Reminder that the third Tuesday in April – April 17, 2018 will be the Common Council Organizational meeting.

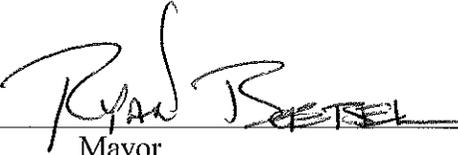
Motion by Boebel to adjourn. Second by Brodt. Carried 6-0.

This meeting was adjourned at approx. 7:20 p.m.



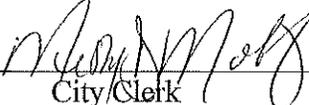
City Clerk

I hereby approve all actions of the City Council except _____



Mayor

I certify that I have submitted the above minutes for approval.



City Clerk