

**MINUTES OF A REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF FENNIMORE, GRANT COUNTY, WISCONSIN
HELD ON MONDAY, MARCH 11, 2019**

This meeting was called to order by Mayor Ryan Boebel at 6:05 p.m.

Roll call was taken with the following alderpersons answering present: Jeff Hagen, Pete Adam, Greg Ashmore, Ashley Walker, Jonah Roth, Jessie Strack, and Dave Streif. Sara Brodt was absent.

Others present were: DPW Dennis Biddick and Clerk Misty Molzof, Chief Chris French, Deputy Clerk Lynn Gilkes, and Attorney Ben Wood.

Citizens and others present: Margaret Sprague, KN Small Motors Kevin Newswanger & Kevin Woodward, Town & Country Sanitation Doug Enke and Dylan Enke.

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, second by Hagen to approve the proof of posting and agenda. Carried 7-0.

Operator License(s): None.

Minutes: Motion by Ashmore, second by Strack to approve the minutes of the February 25, 2019 regular meeting as presented. Carried 7-0.

Boebel asked Council to consider moving agenda items 10. H, I, J, and 9 A up to this point of the meeting. Council agreed.

10.j. Ordinance #2019-04-Chapter 17-Public Nuisances: Attorney Wood met with Chief of Police, Mayor, and the Clerk regarding this chapter and the ideas put together during those conversations are now in this document and up for discussion for future enactment. Attorney Brownlee has reviewed and only concern was with 17.03(2)(b), which has been addressed. Wood stated that some issues should be left to zoning and some to public nuisances; while the zoning code is easier to enforce, the nuisance code has more teeth. There has been much discussion on how to handle commercial properties, and Adam asked Wood his opinion as to whether they should be handled through zoning or public nuisances. Wood felt that if zoning was able to address them, that would likely be the 1st place to start, especially in cases where there is a conditional use permit. Adam and French agreed that when questions arise with Commercial between zoning and police matters, zoning should attempt to handle it 1st. There was some discussion regarding vehicles and the importance of distinguishing what is considered abandoned versus junked and there should be an accurate distinction between the two. Adam stated that his main concern was allowing businesses who choose to follow the rules do not have so many impediments that it makes it difficult, but also to ensure a way to force compliance on those that choose to not follow the rules. Adam stated that he would like to see a few more changes ensuring the issues he pointed out and would like it brought back to the next meeting.

10.h. Ordinance #2019-02-Chapter 8-Cemeteries: Margaret Sprague was present and went through various sections of Chapter 8 explaining why she did not feel they were applicable any longer along and suggested some other changes to the Council. The Council considered them one by one and the Clerk took notes to make some of the changes per the Council's direction.

10.i. Ordinance #2019-03-Chapter 5-Streets, Alleys, and Sidewalks: Boebel stated that there are two

options here, one is to add more people that are allowed to notify the property owners when trimming or removing trees, and the other states that the City shall give written notice and does not require personal notification. Boebel stated that the "reasonable diligence" stipulation could allow for contact by mail, email, voicemail for those that do not live here and we are unable to personally notify. Boebel stated that we could write up a policy or standard operating procedure for the notification process. Alderpersons agreed that there should be a notification process and a policy or standard operating procedure and will look for it at the next meeting.

Semi-Monthly Claims & CDBG/TIF Claims: Streif, member of Finance and Progress Committee presented total claims of \$63,202.36, including City general fund - \$3,673.06-; Electric and Water Utility - \$22,705.42; Wastewater - \$36,823.88, CDBG/TIF #6 Claims of \$0; 3/1/2019 payroll \$58,195.12, including City general fund - \$35,866.65-; Electric and Water Utility - \$17,610.22; Wastewater - \$4,718.25. Motion by Streif, second by Strack to approve claims as presented. Upon roll call vote, all alderpersons present voted aye. Carried 7-0.

Garbage & Recycling: Boebel stated that after our public forum last week, he has been getting some feedback from citizens and the main concern is the tote size. Boebel informed the Council that another bid was received just recently, and while it is more than the \$10.50 low bid, the service provided would be similar to what we currently offer and there would be no up-front capital costs to purchase toters. Doug Enke explained that there is a 65-gallon toter available; however, over the 30 communities he serves, a few have tried them and later switched to the 95-gallon. Adam believes that in the end, we can come up with a program that will work. Enke stated that not only would all municipal buildings and special events by the city would have garbage removal at no cost, but their service goes above and beyond. They have kept their costs down over the years allowing Fennimore to dump at their Boscobel site at reasonable rates and have helped us out with garbage trucks when Fennimore's were down and have also assisted with pick-up at no charge when Fennimore was unable to pick-up garbage. Adam asked about sending out a survey to citizens allowing them to voice their opinion and choose the service they would prefer. Strack does not feel that the % of concerned citizens overall due to the size of the toters is not enough for us to make it an issue and it is really the wave of the future. Strack moved to outsource garbage & recycling services in the City of Fennimore, second by Walker. Carried 7-0.

Adam moved to further discuss terms and conditions of the services with the low bid, second by Hagen. Carried 7-0.

Personnel & Admin Committee: Boebel stated that the committee has been meeting and will continue to meet and keep Council informed.

Unfinished Business:

Butter Solar Project: Biddick reported that he has been working with Dave Krause, Krause Engineering on the required upgrades at the substation for the solar system to connect. Krause submitted the construction authority with the PSC because the total amount is over \$400,000 and we are waiting response from the PSC. Biddick is asking for approval to put the wire and the underground work out for bid so that we can start getting the materials and scheduling the work for the feeder project. Motion by Hagen, second by Streif to issue bids. Carried 7-0.

New Business:

SWTC Funding Request: Boebel reported that SWTC is pursuing purchasing the golf course and is asking for some operating costs assistance from the City. They are requesting \$50,000 per year for at least the next

4 years to cover operating costs. Walker stated that they came to the Chamber as well and the Chamber gave them a letter of support but were unable to provide financial assistance. Molzof stated that from the budget standpoint, there may be some difficulty finding the \$50,000 every year for the next 4 years. Motion by Streif, second by Walker to support the golf course, but due to budget constraints, we have no available funds to assist financially at this time. Carried 7-0.

Utility Lineworker Position Descriptions: Biddick reported that he updated these because the state no longer calls electric lineworkers, lineman; therefore, he made some updates to the position description title and minor changes within to bring current with policies and procedures. Biddick also added one more position to reflect the amount of schooling. Adam moved to approve as present with one change; the response time should be 20 minutes per the handbook, second by Hagen. Carried 7-0.

Procurement Policy: Boebel reported that the only change is on page 1 of 4, under A. Purchasing and Contracting Levels to add "Other than professional or administrative services as approved by Council". This would allow us to hire firms that would better suit our needs at council level rather than going out for bids and issuing RFP's. Motion by Streif, second by Hagen to approve the updated procurement policy. Carried 7-0.

Water Valve Exerciser: Biddick stated that there is \$15,000 set aside for the purchase of a new water valve exerciser this year. Biddick reported that the trailer mounted option allows one person to operate valves. Some of the valves in the city require 2 people pulling on them because they are difficult to turn. Hagen asked if this machine will break the valves, and Biddick stated that if the valve breaks, it should be replaced. This machine would be a constant torque instead of two people twisting until the valve loosens and turns. Streif stated that if we had this machine, would we incorporate a routine maintenance where they are turned on a more regular basis. Motion by Streif, second by Adam to approve purchase of the water valve exerciser in the amount of \$13,950.00 from Core & Main. Upon roll call vote, all alderpersons present voted aye, carried 7-0.

Lawn Mower: Biddick reported that included in the packet is a list of the quotes that he received for various makes and models. Sloan is where we have purchased from in the past; therefore, the quotes are highlighted and the other is highlighted one is the cheapest. We currently have two mowers in the street department, and we would keep the two and add to it this zero-turn model. Newswanger stated that the smaller mowers have difficulty with maneuvering hillsides. Adam asked Biddick for recommendations and Biddick stated that Barry Belstra recommendation would be the Commercial John Deere. Roth stated that the school went with the KN's and have been satisfied with them. Kevin with KN Small Motors said that they would could bring out demos for the city to try before they decide. No action taken.

Focus on Energy Incentives: Biddick reported that he gets monthly summaries from Focus on Energy and wanted to inform Council of the amount through February this year.

2019 Street Projects: Biddick reported that he would like to put out for bid for the following street projects: 4th Street from Garfield Street East to Dead End – DOT funding is tied to this project, Monroe Street from 3rd to 4th Street, 3rd Street from Monroe to Roosevelt, and 6th Street from Garfield Court to Jackson. There is also plan to construct the easterly loop of the cemetery addition. Streif asked about the crosswalks on Lincoln Avenue. Biddick stated that he met with the DOT last year and the one by Casey's was supposed to be taken care of last fall. Adam asked Biddick to follow up and see if we can coop with them or do something to get it taken care of. Motion by Adam, second by Hagen to approve posting bids for the proposed street projects. Carried 7-0.

Comments from Citizens Present: None.

Communications and recommendations of the mayor:

Council History of Removing yield signs from city streets. Boebel stated that there was discussion eliminating Yield signs before his time on the Council and he wondered if anyone that was on knew the history of Council discussion and action. Sprague stated that yes there was action removing the Yield signs and replacing them with Stop Signs because people ignore them and the police department recommended it. Streif thought he remembered an insurance liability.

Consultation offers regarding possible restructure of City's Organizational Structure. Boebel stated that he would like to pursue consulting services for restructuring the organization and employees. Boebel stated that he has had a professional agency that offered to come down at no charge and we could also get a quote from Boardman & Clark. Boebel is wondering if Council would like them to meet with Council. Hagen asked Boebel to get prices and bring back to full council.

Crossing at Lincoln Avenue. Boebel stated that the crossing guard will be retiring this year. The police have been looking at options and got some prices to put in the flashing crossing lights at about \$9,300. Biddick stated that there are other companies out there to get pricing from.

Boebel asked for volunteers from the Council to sit on a concession stand committee.

Announcements for next council meeting or committee meetings.


Personnel & Admin Committee:

Closed Session: Mayor Boebel announced that the matters in #8.a.i., convene in closed session pursuant to Wis. Stat. Sec. 19.85(1)(c) to discuss hiring of Clerk-Treasurer, were of a nature that consideration to go into closed session would be appropriate. Motion by Hagen, second by Walker to adjourn to closed session as authorized by Wis. Stats 19.85(1)(c). Roll call vote, all alderpersons present voted aye, carried 7-0. Adjourned to closed session at 9:02 pm

Open Session: Motion by Streif, second by Hagen to return to open session at 9:05 pm. Carried 7-0. The Committee returned to open session at 9:05 pm.

Adjourn: Motion by Boebel, second by Strack to adjourn at 9:05 pm. Carried 7-0.

This meeting was adjourned at approx. 9:05 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