

**MINUTES OF A REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF FENNIMORE, GRANT COUNTY, WISCONSIN
HELD ON MONDAY, MARCH 25, 2019**

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, Pete Adam, Greg Ashmore, Ashley Walker, Sara Brodt (via telephone), and Dave Streif. Absent were Jessie Strack and Jonah Roth. Others present were: Clerk Misty Molzof, Chief Christopher French, Fennimore Times Emily Schendel.

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 6-0.

Operator License(s): Motion by Hagen, second by Streif to approve operator's licenses for: Nicole Sandra Richter, Marsha Michelle Schipper, and Stephanie Lee-Ann Thompson. Carried 6-0.

Property Use Agreement(s): Motion by Hagen, second by Ashmore to approve property use agreement request from Steven Mischel for FHS Band fundraising concert with concessions and food in the Memorial Building Auditorium on 6/8/2019. Carried 6-0.

Street Closing Agreement: Motion by Streif, second by Hagen to approve street closing request from Fennimore Area Chamber of Commerce, 8th Street from Lincoln Avenue to Madison Street on 5/18/2019 from 11 am to 5 pm for Nation of Patriots Tour. Carried 6-0.

Minutes: Motion by Streif, second by Hagen to approve the minutes of the March 11, 2019 regular meeting as presented. Carried 6-0.

Pre-Registered Citizens: Margaret Sprague, 1605 14th Street.

Reports of City Officers:

Clerk Treasurer: Molzof reported that she has been working on finalizing various projects and updating the Municipal Code for adoption later this evening. Molzof updated on comments from citizens on garbage and recycling containers and thanked the Council for being so wonderful over the past 14 months. The Utility Clerk will be attending institute in July for her 3rd year. Molzof presented the February 28, 2019 Financial Statements, all funds, and ensured the Council that she is confident in the numbers presented this evening and everything is in balance as of February 28, 2019.

Director of Public Works: Streif stated that the men's bathroom needs some tile and some maintenance and asked for Biddick to check into a solution.

Chief of Police: No questions or comments from council for French.

Promotions Coordinator: No questions or comments.

Semi-Monthly Claims & CDBG/TIF Claims: Streif, member of Finance and Progress Committee presented total claims of \$184,085.38, including City general fund - \$42,471.47; Electric and Water Utility - \$108,684.59; Wastewater - \$14,959.13, TIF #6 Claims of \$17,970.19; 3/15/2019 payroll \$55,724.90, including City general fund - \$36,303.12; Electric and Water Utility - \$13,478.79; Wastewater - \$5,942.99.

Motion by Streif, second by Brodt to approve claims as presented. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Gridor Pay request: Motion by Streif, second by Walker to approve Gridor Pay Request #22 in the amount of \$35,394.15. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Personnel & Admin Committee 3/19 & 3/20/2019: Boebel reported that the committee was presently surprised with the quality and personality of the six interviewees. While they may not have a lot of experience, they are either complete or almost complete with their education and ready to begin the apprentice program. The ratio is supposed to be 1-to-1, 1 apprentice to 1 journey. If we have Kyle McCorkle on board as a consultant, the state will allow us 2 apprentices to 1 journey. Gary will soon be a journey as well. Motion by Adam, second by Hagen to approve hiring candidate #1-Kyle Burmester for electric apprentice I line worker allowing him 2 weeks of vacation to be used between his start date and 1-year anniversary and PTO to begin accruing per the Personnel Manual on his 1st anniversary. Carried 6-0.

Boebel reported that Eileen has drawn up an electric line worker cost reimbursement policy for line workers attending school paid by City of Fennimore for pay-back if employment ends within 24 months of completion. Adam stated that there are some discrepancies that need to be worked out and the council agreed and asked that it be brought back to the next meeting.

Boebel reported that there is another committee meeting scheduled for tomorrow night to perform 2 - 2nd interviews. Gary Smith is going to join the meeting tomorrow night to provide input. Is the Council ok with the committee offering the position to who they feel is the best candidate? Motion by Streif, second by Walker to allow Personnel Committee to offer a position to whom they see best for the position. Carried 6-0.

Tree Board 3/21/2019: Margaret Sprague stated that the Tree Board met and reminded Council of the tree workshop scheduled on 4/27/2019 at the Memorial Building in partnership with Lancaster. The hope is to have about 50 people there. They are planning an Arbor Day Celebration, more information to follow. City of Fennimore has been awarded Tree City USA for 2019.

Unfinished Business:

Garbage & Recycling: Nothing new at this meeting, but more information to come after they meet with Doug Enke from Town & Country Sanitation.

Butter Solar Project Material Quotes for feeder line: Boebel reported that attached are the quotes for materials for the project. Boebel stated that this material will be reimbursed by them, and the proposed work is an add-on to those bids. Motion by Streif, second by Adam to approve the material to be purchased from Resco for \$16,798.58 and Wire from Stuart Irby for \$53,240 the Butter Solar Feeder Line. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Butter Solar Project Interconnection Agreement addendum: Boebel reported that the addendum for the interconnection agreement is included and the change is that Fennimore is going to bid out the work. Adam asked about what happens if the cost is over \$180,000. Tabled until next meeting.

#2019-02, Repeal and recreate Chapter 8-Cemeteries: Motion by Streif, second by Hagen to approve Ordinance #2019-02, repeal and recreate Chapter 8-Cemeteries changing the wording under 8.07(4) to

include “determined to be unsightly or unkept by cemetery personnel”. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

#2019-03, Repeal and recreate Chapter 17-Public Nuisances: French stated that we are square with the comments made by council last time, Ben Wood is on board, and French states that he feels this ordinance addresses the issues clearly for non-commercial areas. Motion by Adam, second by Streif to approve Ordinance #2019-03, ordinance to repeal and recreate Chapter 17-Public Nuisances. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

#2019-04, Amend Chapter 5-Streets, Alleys, and Sidewalks: Boebel reported that this is back with changes from last meeting. Also included is the start of a standard operating procedure for tree notice required. Motion by Streif, second by Walker to approve Ordinance #2019-04, amend Chapter 5-Streets, Alleys, and Sidewalks. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Standard Operating Procedure-Tree Notification Process: Boebel stated that as we implement SOP’s, he asks that the mayor be authorized to sign and approve final draft after the Council discusses.

Resolution #03-25-2019, 2018 Budget Amendment & Reserved Funds: Motion by Adam, second by Streif to approve Resolution #03-25-2019, 2018 Budget Amendment and Reserved Fund allocations as presented. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

New Business:

Police Department Remodel Bid: French stated that there were some issues identified back in 2016, and the proposed projects will correct those issues. The 1st project is to create a reception area which will allow protected confidential items on officer’s desk to remain that way and allow them to work with the public in a separate space. Motion by Streif, second by Hagen to approve the Police Department Remodel Bid, Project #1 to Fennimore Lumber in the amount of \$10,361 and Jim’s Building for Project #2 in the amount of \$4,300. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Part-time Police Officer: Motion by Adam, second by Brodt to approve hiring Gary Roberts as a part-time casual and contract police officer as recommended by the Mayor. Carried 6-0.

City of Boscobel Contract-Subcontract City Administrator: Motion by Streif, second by Hagen to approve agreement with the City of Boscobel for City Administrator Contract work. Carried 6-0.

Accounts Receivable Write-Off: Motion by Adam, second by Ashmore to approve writing off \$1,056.38 in city fund accounts receivable and \$4,564.63 on electric and water fund accounts receivable per Molzof recommendation. Carried 6-0.

Civic for Utility Billing Corrections: Motion by Adam, second by Streif to approve utility not back-bill for the Solar Power charges not included in cost of power because the amount is minimal and this cost is not a required to be included per the PSC, and to approve hiring Civic to adjust for utility corrections as provided in the PSC Audit report, specifically Commitment to Community Funds. Carried 6-0.

Johnson & Block – WEDC Grant Audit: Adam asked Molzof to reach out to Dale Klemme and ask if other communities received this and how they handled it and to get an estimated cost from Johnson & Block for their services. No action taken.

Marsden Park Trust 2018 Annual Report: No discussion.

Sewer Camera Purchase: Motion by Streif, second by Brodt to approve the Envirosight Jetscan HD 2nd Generation camera from Bruce Equipment in the amount of \$11,679.00. Upon roll call vote, all alderpersons present voted aye. Carried 6-0.

Sludge Hauling for Wastewater Treatment Plant: Motion by Adam, second by Walker to approve sludge hauling by Bytec, Inc at approximate cost of \$21,500. Upon roll call vote: Ashmore, Walker, Streif, Hagen, and Adam voted aye, Brodt abstained. Carried.

Appoint agent on BMO Credit Card account. Motion by Streif, second by Hagen to appoint Deputy Clerk, Lynn Gilkes as agent on BMO Credit Card Account. Carried 6-0.

Comments from Citizens Present: None.

Communications and recommendations of the mayor: Chapter 2.04(13)(b), apology to council. Boebel apologized to the council for allowing citizens to talk longer than the 2-minute allowed time per Chapter 2.04 at the previous meeting. Boebel reported that he has been in touch with KD Engineering to look at the storm water retention pond and see what our options are and how to proceed with resolving the issues. Misty's last full council meeting and tomorrow night will be her exit interview with Personnel.

Announcements for next council meeting or committee meetings.

Adjourn: Motion by Boebel, second by Brodt to adjourn at 7:35 pm. Carried 6-0.

This meeting was adjourned at approx. 7:35 p.m.



City Clerk

I hereby approve all actions of the City Council except _____

Royal Boebel
Mayor

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

Lynn Gilkes
City Deputy Clerk