

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE COMMON  
COUNCIL OF THE CITY OF FENNIMORE, GRANT COUNTY,  
WISCONSIN HELD ON TUESDAY, DECEMBER 20<sup>TH</sup>, 2022 –  
RESCHEDULED FROM MONDAY, DECEMBER 19<sup>TH</sup>, 2022**

The Regular Council meeting of the Common Council was called to order by Mayor Ryan Boebel at 5:30 p.m.

*Roll Call* was taken with the following alderpersons answering present: Adam, Chiefari, Sheckler, Roth, Day, Strack, Streif and Hagen. City Clerk Debi Heisner, Deputy Clerk Treasurer Ashley Walker, and John Murray, DPW were also present.

*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 Treasurer. Motion by Streif, second by Strack to approve the proof of posting and agenda. Motion carried 8-0.

***Consent Agenda:***

*Minutes of the preceding meeting. Approval of minutes if correct, and corrections of mistakes:* The minutes from the November 14<sup>th</sup>, 2022, and November 21<sup>st</sup>, 2022, Council meetings were approved with a motion by Streif and a second by Strack. Motion carried 8-0

*Comments from Pre-registered Citizens:* Margaret Sprague, Tree Board was present to update on the Tree Committee.

***Reports of Officers:***

*Clerk DPW*

*Chief of Police*

Item 10 f was taken care of in this part of the meeting with permission from the Council.

*Discussion and possible approval of computer server purchase for the Fennimore Police Department:* Chief French gave a report on a grant he is writing for a new server specifically for the Police Department. There was a motion by Adam and a second by Day to approve this purchase if it is within the amounts of the grant received. Motion carried on a roll call vote 8-0.

***Community Development Manager***

*Presentation of accounts and other claims against the city:* There was a motion by Streif and a second by Sheckler to approve the 12/19/2022 Council claims with the breakdown of bills to their respective accounts for a total of \$461,391.60 with City bills @ \$204,888.29 Utility bills @ \$247,801.70, and Sewer bills @ \$8,205.06, TIF \$225.00 and Capital Projects \$271.55. Gross Payroll amounts for 12/2/22 were \$57,328.73 with \$34,537.35 for City \$15,462.57 for Utility and \$7,328.81 for Sewer. Gross Payroll amounts for 12/16/22 were \$62,705.96 with \$34,679.49 for City, \$20,881.89 for Utility, and \$7,144.58 for Sewer. Motion carried on a roll call vote 8-0.

***Committee Reports:*** none

***Unfinished Business:*** none

***New Business:***

*Diesel Plant upgrade presentation – Peaker Services Inc presenting – Possible Action* The Council heard from Peaker Services regarding the upgrade to the Electric Diesel Plant. There was much discussion on what is needed to get the Plant up to date. The Mayor asked that the council look over the quote and at the next council meeting an Ad Hoc Committee would be established to look more in depth at this situation. \

*Discussion and possible approval of Outdoor Recreation Plan:* Margaret Sprague asked the council for their feedback and this item will be on the January agenda.

*Acceptance and possible action on City Clerk Resignation:* Mayor Boebel read Clerk Debi Heisner's Resignation letter. Her last day in the City of Fennimore as Clerk will be January 2<sup>nd</sup>, 2023. There was a motion by Streif and a second by Day to accept her resignation with regrets. Motion carried 7-1 with Alderman Adam voting no.

*Discussion and possible action on approval of Debi Heisner as part time employee during the interim to help with various duties in the Clerk's office:* There was a motion by Day and a second by Hagen to accept the part time contract with Debi Heisner to assist as needed in the Clerks Office. Motion carried 8-0.

*Discussion and possible approval of squad car order change:*  
There was no action taken on this agenda item

*Discussion and possible action on an amendment to the Employee Manual 25.3.4 regarding breaks:* The Mayor and DPW had found 2 examples of wording regarding breaks. There was a motion by Adam and a second by Roth to approve the wording from Grant County that the DPW had found. He will update the handbook as needed. The new wording is below. Motion carried 8-0.

#### **LUNCH PERIODS AND BREAKS**

1. An unpaid lunch break may be scheduled for employees. Such lunch period shall not be longer than one (1) hour, nor shorter than thirty (30) minutes. Employees desiring a lunch period longer than thirty (30) minutes must receive prior supervisory approval.

2. Each employee working an eight (8) hour day may take a break of fifteen (15) minutes during the first four (4) hours of work and a break of fifteen (15) minutes during the last four (4) hours of work. Breaks not taken are lost. Breaks cannot be accumulated and/or used to extend lunch periods or to shorten the work day. Breaks are to be arranged between each employee and his/her supervisor or department head.

*Discussion and possible action on revision to 15 (d) of the Employee Manual regarding PTO and days off:* There was much discussion on this agenda item, but no action was taken. The Employee manual regarding PTO and days off will be left as it is written.

*Discussion and possible action on 2023 Fuel Bids:* There was a motion by Streif and a second by Adam to approve the New Horizons bid for 2023. Motion carried on a roll all vote 8-0.

*Discussion and possible approval of Assessment Services Contract/Bids:* There was a motion by Adam and a second by Hagen to accept the Chimney Rock Appraisal bid for Assessment services. There were 2 bids. One from Accurate appraisal for \$27,400 per year for the next 3 years and Chimney Rock Appraisals for \$15,600 per year for the next 3 years. Motion carried 8-0 on a roll call vote.

*Discussion and possible approval of the 2023 Fee Schedule.:* This item will be back on the January agenda with a couple changes.

*Discussion and possible approval of action on Grant Regional Connection Fees:* There was a motion by Adam and a second by Streif to waive the connection fees if Grant Regional is providing the materials. Motion carried 8-0.

*Possible approval of Resolution 2022-12-19A adopting the 2023 Budget and establishing the tax levy for the City of*

*Fennimore:* There was a motion by Streif and a second by Sheckler to approve the above resolution. Motion carried 8-0 on a roll call vote.

*Approval of 2023 Employee Contracts:*

The following employment contracts were approved with a motion by Adam and a second by Day. The Police Chief, The Assistant Police Chief and the Director of Public Works. Motion carried 8-0 on a roll call vote.

*Discussion and possible approval of part time Summer Street/Park Worker wages:* There was a motion by Hagen and seconded by Day to increase the part time Summer Street/Park Worker wages to \$16.50 an hour. Motion carried 8-0.

*Approval of 2023 Utility Budgets:* The Utility Budget approval was postponed until the January meeting,

*Approval of Electric Duty Pay:* The Electric Duty Pay was postponed until the January meeting.

*Appointment of City Attorney effective January 1, 2023:* There was a motion by Streif and a second by Day to appoint Ben Wood as the City Attorney effective January 1, 2023, on retainer for \$2000 a month if it includes all services. Motion carried on a roll call vote 8-0.

*Appointment of new member(s) to the FIEDC:* No Action taken

*Appointment of new members(s) to the Economic Development Committee:* There was a motion by Day and a second by Roth to approve the new Economic Development Committee as Hailey Bender- Chamber President, Dave Streif – Council Representative and Aaron Peterson as FIEDC Representative. Motion carried 8-0.

*Possible approval of the 2023 Wage Resolution for non-union Employees for the City of Fennimore:* The 2023 Wage Resolution was approved for non-union employees with the following addition. Seasonal Part time Summer Street Maintenance Worker @ 16.50 per hour & Cemetery wages also @ 16.50/hr. Motion carried on a roll call vote.

*Discussion on possible City acquisition of vacant land*

*Update on interviews and negotiations for possible action on hiring of Street Maintenance Worker*

*Discussion and possible Action on promotion of Deputy Clerk & Utility Clerk to City Clerk & Deputy Clerk*

*Consideration of moving into closed session pursuant to Wis. Stat. sec. 19.85(1)(e) for Item #11 which permits convening in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and pursuant to Wis. Stat. sec. 19.85(1)(c) for Item #12 & 13 for the purpose of reviewing employment, promotion, compensation or performance evaluation data of city employees and the possibility of taking formal action on the hiring of a street maintenance worker."*

*There was a motion by Day and a second by Hagen to go into Closed Session:*

Motion carried on a roll call vote 8-0.

*Return to open session*

There was a motion by Day and a second by Roth to return to open session. Motion carried – 8-0.

1. Action, if any is required, to be taken in open session, on closed session matters.

There was a motion by Roth and seconded by Day to give the mayor the authority to acquire a purchase price for land acquisition. All in favor – motion carried.

There was a motion by Roth and a second by Day to hire Zack McLimans to the Street Maintenance worker position. All in favor motion carried 8-0.

There was a motion by Adam and a second by Roth to promote Ashley Mumm to Deputy Clerk Treasurer @ \$26.11 per hour for 2023. Motion carried 8-0.

There was a motion by Streif and a second by Hagen to promote Ashley Walker to City Clerk treasurer @ \$63000 with 3 \$2000 milestones of Audit/Elections and Budgets for 2023. All in favor – Motion carried 8-0.

*Adjourn:* Motion by Adam, second by Roth to adjourn at 7:48 p.m. Motion carried 8-0.

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Debi Heisner, City Clerk

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Ryan Boebel, Mayor

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