

Common Council Regular Meeting

Tuesday, September 8, 2020, 6:00 p.m.

In response to COVID-19, this meeting was held virtually to ensure the safety of members and the public. Attendance was through a virtual meeting at <https://meet.google.com/pyk-ohwa-rix> and also available by phone at 1 (765) 999-1628, PIN: 254 197 708#.

MINUTES

1. **Call to order.** The meeting was called to order by Mayor Bill Hurtley at 6:02 p.m.
2. **Roll Call.** Members present: Mayor Bill Hurtley, Alderpersons Jim Brooks, Rick Cole (re-joined at 6:04 p.m.), Dianne Duggan, Bill Lathrop, Ben Ladick, Gene Lewis, Joy Morrison, and Erika Stuart. Others present: City Administrator/Finance Director Ian Rigg, City Clerk/Treasurer Judy Walton, Community Development Director Jason Sergeant, City Attorney Mark Kopp, and William Wassing.
3. **Approval of Agenda.** Brooks made a motion, seconded by Lathrop to approve the agenda. Motion approved 7-0.
4. **Approval of Minutes.** Brooks made a motion, seconded by Duggan to waive the reading of the minutes of August 11, 2020 and approve as presented. Morrison pointed out that in Item 7H, ~~These~~ should be There. Motion, with correction, approved 7-0.
5. **Civility reminder.** Recognition of the commitment to civility and decorum at Council meetings.
6. **Citizen Appearances other than agenda items listed.** None.
7. **Reports of Committees**
 - A. **Library Board Report.** Rigg read a report prepared by Library Director Megan Kloeckner as follows:

General Updates

 - We are now open to the public.
 - Patrons can enter the building to browse the collections on Tuesdays, Thursdays, and Saturdays.
 - We are continuing to offer curbside pickup on Mondays, Wednesdays, and Fridays.
 - Computers are available for use by appointment every day of the week.
 - We are offering library subscription boxes this fall for kids in preschool – grade 5.
 - We will pack a special box of activities and books for each child each month. Kids can keep the activities and return the books.
 - B. **Youth Center Advisory Board Report.** Brooks reported they discussed possible ways to present some activities that didn't require students to come together in groups.
 - C. **Plan Commission Report.** Sergeant reported they discussed a couple of major items with Settlers Grove development including finalizing some decisions on through streets and parkland dedication.

D. Finance and Labor Relations Committee Report

- 1) Cole made a motion, seconded by Duggan to accept the City bills as presented in the amount of \$1,325,716.63. Motion approved 7-0 on a roll call vote (Stuart was on mute).
- 2) Cole made a motion, seconded by Morrison to approve Resolution 2020-19, Existing Employer Update, Wisconsin Public Employer's Health Insurance Program.
Rigg explained this is an annual state resolution to continue our health insurance through the Wisconsin Department of Employee Trust Funds. Motion approved 8-0 on a roll call vote.
- 3) Rigg directed Council to the 2020 2nd Quarter Treasurer's Report. He explained there is an increase in the revolving loan fund due to a business being sold and the loan was repaid. Co-mingled cash has a larger balance at the beginning of the year due to the property tax payments made starting in January. Discussion included clarifying whether the report was cash or accrual based, expected revenue shortfalls, swimming pool repair classified as capital, anticipating an amendment to carry over funds for the leaf vacuum purchase that was delayed to 2020 and for the mowers we needed to purchase. Brooks asked about the IT Maintenance being over budget across the board and Rigg explained that some of the Windows 10 expenses may have been paid in 2020 and there were needs for employees working from home.

E. Public Safety Committee Report. Duggan reported calls for EMS and EVPD are slowly going up. In response to a question last month, Duggan stated crowd control will be handled through our mutual aid agreements and our Chief would be in control unless it was specifically turned over to someone else or a different entity. The Rock County ATV Club approached the city about a trail through the city and that will be investigated further. Officer Nankee, working with SWAT, reported for duty in Kenosha and all was calm when he was there.

- 1) Duggan made a motion, seconded by Stuart to approve new agent for Casey's General Store. Motion approved 8-0.
- 2) Duggan made a motion, seconded by Stuart to approve EMS service rates with Life Quest. Duggan explained this will put us in line with regional communities. The recommended rates came from Life Quest. Motion approved 8-0 on a roll call vote.

F. Municipal Services Report. Brooks reported they talked about the trail as it applies to both Windmill Ridge and Settlers Grove, mostly to reaffirm the city's commitment to trails on the west side and trails in the comprehensive plan. They talked about the chloride reduction plan and a water softener incentive program for 2021 – 2025 to incentivize replacement of timed water softeners with on-demand water softeners. WPPI has hired a replacement for Cory Neeley.

- 1) Rigg began the discussion on voluntary assessments and the process. In February of this year a resolution for a sidewalk replacement program was approved. The question for Council was whether they wanted to approve each project or have it done administratively. Since this is a voluntary program and we are not exercising our police powers as we do with street projects, handling this administratively is appropriate.
- 2) Rigg directed Council to the draft handout of the Solid Waste Service Contract, Attorney Kopp has some corrections. Items to finalize include whether to lock

into a longer contract after 13 months for a better rate and to clarify the assignment clause.

- G. Economic Development Committee.** Brooks reported they talked about what the Building Improvement Grant and Revolving Loan Fund might look like going into 2021 and discussed the budget and how to best use Economic Development activities to help rebound in 2021.
- 1) Brooks made a motion, seconded by Ladick to approve Express Loan Forgiveness for \$2,000 for RLF-2020-01 conditional upon Economic Development Committee review. Brooks explained there were small loans offered to help businesses due to COVID. This is the first asking for forgiveness. The applicant meets all the criteria for the loan and the forgiveness. This would typically go to Economic Development first but that would cause a 6 week delay. If Council approves this it still needs to get approval from Economic Development. Motion approve 8-0 on a roll call vote.
- H. Parks and Recreation Board Report.** Morrison reported they met and re-enforced the notion that masks are required in enclosed spaces; lake testing was done August 21st by volunteers; goose population reduction using Goose be Gone is continuing to work; they had the written report for the Park and Recreation Plan 2020 – 2025. Ray Anderson reported that trees have been planted, the drain tile has been installed at West Side Park, the 4-H has painted the Countryside shelter which we are grateful for; summer help is finished for the year; a number of painting jobs have been completed and the pool was painted by Badger Pool; they discussed budget options and capital for the dog park and pool; and they discussed the referendum questions and the educational campaign.
- 1) Morrison made a motion, seconded by Lathrop to approve Resolution 2020-20, Parks and Outdoor Recreation Plan 2020-2025. Council extended their gratitude for all the work that went into this plan. Motion approved 8-0.
- I. Historic Preservation Commission.** Lewis reported they approved applications for 34 W Liberty for a garage roof replacement, 209 W Main for solar panels on the rear of the home, 25 S 2nd for a stair rail, and 101 E Main for new windows but they denied rounded windows.
- J. Fire District Report.** Brooks reported they talked about the budget and although not final the draft shows an increase of about 3%. There is a balloon payment on the building in 2023 and replacing a truck in 2024. Total increase is approximately \$15,000 for 2021.
- K. Police Commission Report.** No report.
- L. Energy Independence Team Report.** No report.
- M. Board of Appeals Report.** No report.
- 8. Unfinished Business.** None
- 9. Communications and Recommendations of the Administrator.** Rigg reported a large number of applications are being received for the City Clerk position and he would like to see the Mayor, Jim Brooks, Judy Walton, Julie Robert, Melanie Crans, and himself do the hiring. He is working on the budget; recently met with office staff and W&L staff on meter installations to address some inefficiencies and miscommunications. The President has issued an executive order with a social security deferment. This is a voluntary program and

no employees have approach us to offer the program so we will not be offering it. Pool information is on the website, a mailer was sent, and it's been in the newspaper.

10. Communications and Recommendations of the Mayor

- A. Brooks made a motion, seconded by Duggan to appoint Dianne Duggan to the remaining term of Jon Senn as an Alternate to the Evansville Fire District Board. Motion approved 8-0 on a roll call vote.

11. New Business. None

12. Introduction of New Ordinances. None.

13. Meeting Reminders

- A. Budget Presentation September 22, 2020 6:00 p.m.
- B. Regular meeting October 13, 2020 6:00 p.m.

14. Adjournment. Cole made a motion, seconded by Brooks to adjourn at 7:28 p.m. Motion approved 8-0.

Judy Walton, City Clerk/Treasurer

The minutes are not official until approved by the Common Council at the next regular meeting.