

Common Council Regular Meeting

Tuesday, March 9, 2021, 6:00 p.m.

In response to COVID-19, this meeting is being held virtually to ensure the safety of members and the public.

To participate via video, go to this website: <https://meet.google.com/mdf-jebj-hki>

To participate via phone, call this number: +1 (314) 773-5700 and enter PIN: 172 964 439# when prompted.

MINUTES

1. **Call to order-** The meeting was called to order by Mayor Bill Hurlley at 6:05 p.m.
2. **Roll Call-** Members present: Mayor Bill Hurlley, Alderpersons Jim Brooks, Rick Cole, Dianne Duggan, Bill Lathrop, Gene Lewis, Joy Morrison and Erica Stuart. Others present: City Clerk Darnisha Haley, Community Development Director Jason Sergeant, Municipal Services Director Chad Renly, City Attorney Mark Kopp, Nathan Ward from USCellular and Nick Bubolz from Town & Country Engineering.
3. **Approval of Agenda-** Brooks made a motion seconded by Cole to move agenda item 12A to become item 8B and change the verbiage in 12A to reference that change. Motion passed 7-0
4. **Approval of Minutes-** Brooks made a motion, seconded by Cole to waive the reading of the minutes of February 9, 2021 meeting. Lathrop requested two changes, one on the spelling of Erica Stuarts name in Roll Call from Erick to Erica. The second change was to section 7A the fifth bullet point should not be a part of the library update it should be broken out separately. Motion passed 7-0
5. **Civility reminder-**Recognition of the commitment to civility and decorum at Council meeting
6. **Citizen Appearances other than agenda items listed-** None
7. Reports of Committees
 - A. Library Board Report- Haley read the report prepared by Library Director Megan Kloeckner as follows:

General Updates

 - A copy of the library's annual report is included in the Council packet along with a copy of one of our social media posts highlighting services from 2020.

Service Updates

 - The library is now offering curbside and browsing services.
 - Patrons can schedule a curbside pickup by calling the library or online on Mondays, Wednesdays, and Fridays.
 - Patrons can come in and browse the collections on Tuesdays, Thursdays, and Saturdays.
 - Computers are available Monday-Saturday as well as copy and fax services.
 - Programs are still limited to virtual activities and take-home kits.

- The library board has decided to suspend overdue fines through December 31, 2021 due to the economic impacts of the COVID-19 outbreak. This waiver is on all current fines due by patrons on overdue materials and on any future overdue items through the end of this calendar year. The waiver does not apply if materials are damaged or lost. It also does not apply if materials are checked out from another library that does charge fines on the materials.
- B. Youth Center Advisory Board Report-** Did not meet
- C. Plan Commission Report-** Jason reported that the city going to be receiving an application officially for development in the Allen Creek corridor by N Union St.
- Cole made a motion, seconded by Morrison to approve Resolution 2021-03 A Resolution Authorizing Acquisition of Real Estate-(Outlots-Westfield Meadows). Motion passed 7-0
- D. Finance and Labor Relations Committee Report**
- Cole made a motion, seconded by Duggan to accept the February 2021 City bills as presented in the amount of \$4,440,790.46. Motion passed 7-0 on a roll call vote.
 - Cole made a motion, seconded by Morrison to approve Resolution 2021-02 Amending Fees Schedule for Operator's license fees. Motion passed 6-0 on a roll call vote. Brooks abstained from voting due to conflict of interest.
 - Cole made a motion, seconded by Duggan to approve Resolution 2021-04 amending the 2020 Budget. Motion passed 7-0 on a roll call vote.
 - Cole made a motion, seconded by Brooks to approve Department of Public Works Mechanic Job Description. Motion passed 7-0.
- E. Public Safety Committee Report-** Duggan reported the committee approved 5 operator license at their last meeting. EMS and the Police Dept are looking into doing a needs survey to determine what they need in order for the facilities to be more efficient. The Police Chief is looking into the possibility of hiring a company to do this needs survey and suggest that the city may want to take this on as a whole for all city facilities and not just EMS and police. Brooks cautioned taking on a needs study for EMS without exhausting possibilities with the Fire District.
- Discussion on Waiver's, field rentals and city league baseball as it pertains to COVID-19.- Duggan brought up discussion on how to handle waivers, field rentals and the city baseball league and who should be held accountable for enforcement. Brooks stated that the 4th of July celebration will continue this year with celebration on Friday, Saturday and Sunday. They are doing everything they can to promote social distancing and promoting people to wear masks. Lathrop suggested adding certain guidelines to the waivers that the community must abide by and that they are renting/using the facilities as is.
- F. Municipal Services Report-**Brooks reported that the State Apprenticeship program requested an audit of the people that deal with the apprentices on the Water & Light, they must complete a video training on anti-harassment. Public Service commission will meet on Thursday to discuss the moratorium on unpaid bills, it is expected that the moratorium will be lifted. Staff is working on a plan to help people be successful with payment plans. As of last week there are a total of 292

delinquent accounts out of about 3400 which is about 8%. The dollar amount of those arrearages total about \$186,000.

- Brooks made a motion, seconded by Cole to approve the MLA (Master Lease Agreement) with US Cellular for the installation of 5G small cell nodes. Motion approved 7-0 on a roll call vote.
 - Brooks made a motion, seconded by Cole to approve the Centrex contract renewal with The Wisconsin Bell, Inc. d/b/a AT&T Wisconsin for City phone service for accounts 6088822281336 & 6088820560842. Motion approved 7-0 on a roll call vote.
- G. **Economic Development Committee**-Brooks reported Staff is working on getting an online permitting system up and running so that building permits can be requested online. Looking at comparisons over the years there were 230 permits issued in 2017, 366 in 2018, 338 in 2019 and 310 in 2020. Sergeant reported the zoning revisions to R1 allowing a front porch in the front setback has prompted two different inquiries to install a front porch in a setback. Hurtley reported that the city is now the owner of Nelson Paint Company.
- H. **Parks and Recreation Board Report**-Morrison reported that Boy Scouts held a successful fishery and derby. Renly reported he will be scheduling a sounding test for the dam repair to determine if the rebar will have to be replaced or not. Morrison also reported they received a quote from Sager fencing for the dog park. This will get installed sometime in the spring after the ground thaws out. The pool is looking in a software that will allow people to sign up for lessons and registration online. The request for proposal and quote for the new park, aquatic center and splash pad was approved. Sergeant reported that he's received about 5 inquiries so far on this project and there are a lot of interested parties. The deadline for submitting documents on this project is March 22nd. Morrison recognized Darryl Hamilton for his 6 years of service on the Park & Recreation Board. Mike Pfeil was pointed to full-fill the term of Darrel Hamilton which ends in 2021.
- **Historic Preservation Commission**-Lewis reported 8 W Main submitted an application for a new wall sign, 32 W Main submitted an application for a screen door and 111 W Main submitted an application for doors, all three of these items passed. 419 S First the property owner is refinishing the carriage house and originally requested for tin siding on the sides and the back but came back and requested to change it to vinyl, the committee agreed and stated that it would blend better with the building. 20 Mill St the property owner requested to demo the house but they did not have any proof of structural damage or any other reason as to why it should be removed.
- I. **Fire District Report**- Brooks reported the audit is complete and preliminary results have been received and are being reviewed. Brooks is looking for ideas on how to communicate the \$500 cost for having the fire department come to your house for things such as; having a burn barrel without calling it in, have a fire pit and your neighbors call, or if you have a gas leak and they need to come out an inspect.
- J. **Police Commission Report**- Nothing to report
- K. **Energy Independence Team Report**- Nothing to report
- L. **Board of Appeals Report**- Nothing to report
8. **Unfinished Business**

- A. Brooks made a motion, seconded by Cole that the Council suspend its current rule and/or past practice of voting on proposed ordinances only after a first and second reading so that proposed ordinance 2021-02, which is identified as agenda item 8B can be voted on after the first reading. Motion passed 7-0
 - B. Brooks made a motion, seconded by Cole to approve Ordinance 2021-02 Amending Ordinance 2021-01 Governing Wireless Communication facilities in the Right-of-Way. Motion passed 7-0.
9. **Communications and Recommendations of the Administrator (placeholder)**
10. **Communications and Recommendations of the Mayor**
- A. The city Assessors called and spoke to the Mayor to see if they can get an answer on if the city is moving forward with the revaluation in 2021 or if it will be postponed until 2022. The council discussed and decided to postpone any walk-throughs until 2022.
11. **New Business**
- A. Brooks made a motion, seconded by Cole to accept the base bid and supplemental bid provided by Rock Road companies for the 2021 street utility improvements. Motion passed 7-0 on a roll call vote.
12. **Introduction of New Ordinances**
- A. First reading of Ordinance 2021-03 Amending Chapter 6-Alcohol Beverage
 - B. First Reading of Ordinance 2021-05 Rezoning Parcel 6-27-683
13. **Recognition-** March 23rd is Judy Walton’s last day with the city. Brooks stated that it’s been a pleasure to work with Judy, she has made everyone’s job easier and the city is a better place because she’s worked here. Roberts stated Judy has been a mentor, a friend, her knowledge is undisputable and the city is experiencing a great loss. Judy is truly amazing and the council and staff wish her nothing but the best!
14. **Meeting Reminder**
- A. Regular meeting April 13th, 2021 6:00 p.m.
 - B. Reorganization meeting April 20th, 2021 at 6:00 p.m.
15. **Recognition-** March 23rd is Judy Walton’s last day with the city. Brooks stated that it’s been a pleasure to work with Judy, she had made everyone’s job easier and the city is a better place because she’s worked here. Roberts stated Judy has been a mentor, a friend, her knowledge is undisputable and the city is experiencing a great loss. Judy is truly amazing and the council and staff wish her nothing but the best!
16. **Adjourn** – Cole made a motion, seconded by Duggan to adjourn at 7:29 p.m. Motion passes 7-0

Darnisha Haley, City Clerk

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