

**CITY OF BRODHEAD
COMMON COUNCIL MINUTES
Monday, March 11, 2019**

Present: Mayor Pinnow, Aldermen Nyman, Bruce, Anderson, Fox and Peach (via phone). City Clerk Withee and City Attorney Schroeder. Youth in Government representatives Van Wyhe and Christianson.

Mayor Pinnow called meeting to order at 7:00 PM. Roll call shows all Aldermen present except Huntington and Youth in Government representatives Wilson and IIs

Minutes: Motion by Anderson to approve minutes from February 19, 2019 with correction. Second by Bruce. Youth in Government two ayes. Council five ayes. Motion carried.

Library Board: Director Noel presented the February numbers – 2,928 Visits, 4,405 items out. 268 items added. Program attendees; Children’s programs – 206, Young Adult programs – 0, other programs – 125. The next Library Board meeting will be Monday, March 18, 2019 at 4:00 p.m. National Library week is April 7th – 13th.

Library Board president Kelly Gratz gave a presentation regarding library trends and data.

Park Board: Director Boegli stated youth ball sign up is from February 15th until March 15th. Dodgeball program will be starting soon with 47 children signed up. Interviews for summer help will be on Monday April 22nd. They are waiting for nicer weather to begin working on the new Dog Park again. They will be clearing the area so fencing can be installed.

Pearl Island: Jerry Elmer presented information regarding the contract from Janke General Contractors for the bridge project. He is requesting final approval from council to sign contract. Attorney Schroeder stated he has reviewed the contract and has no objections including related documents submitted, the addendum complies with prior direction of council. Discussion by council. Motion by Anderson to approve the contract as presented. Second by Nyman. Youth in Government two ayes. Council five ayes. Motion carried.

Public Safety: Chief Hughes stated there has been a change of agent request for FIBS north, they would like to add Natasha Neeley as agent. Public Safety recommends approval. Motion by Fox to approve change of agent request. Second by Anderson. Youth in Government two ayes. Council five ayes. Motion carried.

Chief Hughes presented 2 Temporary Class B applications for VFW Post 6858 Memorial Ride Fundraiser on May 25th and Fire Fighters Inc. Sportsman’s Night March 23rd. Public Safety recommends approval. Motion by Anderson to approve applications as presented. Second by Nyman. Youth in Government two ayes. Council five ayes. Motion carried.

Chief Hughes presented a public event permit for VFW Post 6858 to use parking lot for their Memorial ride. Public safety recommends approval. Motion by Anderson to approve application as presented. second by Nyman. Youth in Government two ayes. Council five ayes. Motion carried.

Chief Hughes presented an application for operator license for Jonathan Elsner. Public Safety recommends approval. Motion by Anderson to approve the operator license as presented. Second by Nyman. Youth in Government two ayes. Council five ayes. Motion carried.

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Fire District: Anderson stated that the Fire District Commission discussed the audit letter and have no objection to the city attorney drafting an audit request on behalf of the Fire District.

Economic Development: Anderson stated they discussed membership terms, downtown parking, GDC is having their Annual Banquet on April 24th, discussed collaborative meeting and feel the city needs to move forward with economic development or city admin position. There was no meeting in February due to weather.

BID Board & Revitalization: Pinnow stated they are working with chamber for advertising and promotion campaign, this will be billboards, TV and social media and will begin in May. Discussed collaborative meeting about everyone working better together. Discussed the need for and economic develop, community develop or city administration position. Waiting for better weather for installation of pedestrian crossing upgrades. Market analysis should be done in March. Bid has analyzed all downtown buildings and will work to help owners make improvements. Annual report should be on next council agenda.

Senior/Community Center: Mayor Pinnow stated that the city received notice March 7th that the grant has been rescinded. He contacted the grant writer to see if there was any recourse but before he received and answer it was already posted on social media. Information will be on social media as to what the committee has done to this point.

Historic Preservation: no report

Personnel: Motion by Fox to approve hiring Brian Raupp as a part time officer at the current rate for part time officers. Second by Anderson. Youth in Government two ayes. Bruce requested clarification as to why a part time officer is needed since Chief Hughes previously stated they were at full time staff. Chief Hughes stated that part time officers offset costs for full time officer's vacation and sick leave. The department is budgeted for 4 part time officers, with this hiring it will bring them to three. Council five ayes. Motion carried.

Ad is in the paper for part time staff for city hall. Fox stated that they are looking at job descriptions for economic development position and will look for input from other groups. Would like all department heads to submit evaluation tools by next month.

Plan Commission: no report

Mayor Report: Future Agendas: collaborative meeting was well attended and another one is tentatively planned for May 15th to discuss the Market study, UniverCity Housing Study and Pedestrian Study. BID annual report, senior community center, committee list, Town of Decatur contract, moving forward without the grant per the comprehensive plan.

Discussion by council regarding the attendance policy. Phone attendance has worked well. Pinnow stated we have current attendance records. Current attendance policy indicates ward and should be changed. Pinnow read the rest of the policy. We have had trouble getting data compiled and enforcing. Council gets paid a stipend per year regardless of attendance. Need to discuss how and when council members are paid. If miss more than 25% of meetings should not get full pay. Ideally would like this to

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be prepared for new council in April. Fox stated more regular reporting would be helpful possibly quarterly. Pinnow stated another reason to have part time at city hall. Current staff is interrupted constantly. Fox stated that special meetings scheduled even when someone can't attend should not count against them. Bruce stated if someone misses 25% of meetings pay should be docked by that amount. Fox stated that docking pay may not affect attendance. Bruce said the problem with removing people is that it has been difficult in the past getting people to run. There are only three options, do nothing, impose a fine or remove. Fox asked if there will then be merit pay for extra work. Bruce stated that tardiness is also an issue and when people need to be called to get a quorum the data does not reflect this. We are all adults and even 5 to 15 minutes late is a problem, people should be here on time. Pinnow said it looks bad when we are waiting for a quorum. It looks bad when we would affect someone's project by not having a quorum. Bruce stated that with the update to the policy there needs to be a severe enough sanction to be on time and present because it looks bad when we have to call people and are waiting 15 minutes for a quorum. Pinnow stated that we can wait to update policy for new council. Fox asked if this will also affect committee members. Clerk Withee stated committee members do not receive pay but it does affect the quorum. Motion by Nyman to table until new council is in place so new council is aware of the policy and any changes. Second by Anderson. Youth in Government two ayes. Council five ayes. Motion carried.

Pinnow stated that the seven day notice has been given for Kassandra Huffman to the Library Board. Motion by Fox to appoint Kassandra Huffman to the Library Board. Second by Anderson. Youth in Government two ayes. Council five ayes. Motion carried.

Attorney Report: no report

Adjournment: Motion to adjourn by Anderson. Second by Nyman. Five ayes. Adjourned at 7:53 p.m.

Douglas A. Pinnow, Mayor Approved this 19th day of March 2019.
Teresa Withee, City Clerk