

Common Council Minutes

City of Brodhead - 1111 W 2nd Avenue – City Council Chambers & GoToMeeting

Monday July 13, 2020 7:00 PM

1) Roll Call

Mayor Nyman called the meeting to order at 7:00 pm. Roll calls shows Alderperson Fox, Lowery, Naramore, Schadewaldt are present. Alderperson Menzel not present.

Present at City Hall: Mayor Nyman, Alderperson Naramore, Schadewaldt, Lowery, Clerk Wahl, Treasurer Miller, Attorney Schroeder, Parks Director Boegli

Present by video and phone: Alderperson Fox, Huffman, Chief Hughes, Auditors Carla Gogin & Leah Wipperfurth

2) Approval of The Agenda

Motion by Fox to approve the agenda as presented. Second by Naramore. Council five ayes. Motion carried.

3) Approval of Previous Minutes Committees

Motion by Fox to approve minutes from June 16, 2020. Second by Naramore. Council five ayes. Motion carried.

4) Committees

a) Finance

i) Discussion and possible action 2019 Baker Tilley Audit Review

Carla Gogin & Leah Wipperfurth presented the 2019 Audit review to the Council via GoToMeeting video presentation.

ii) Discussion and possible action June Voucher Report

Huffman discussed the June 2020 Voucher Report. BID checks 1506 – 1519 totaling \$6,658.88. General checks 79357 – 79437 totaling \$228,862.43.

Motion by Huffman to approve June 2020 Voucher Report. Second by Fox. Roll Council five ayes. Motion carried.

iii) Discussion and possible action 2020 Fireworks Fund Disbursement

Huffman stated that the Finance Committee recommends to disburse 2020 firework funds from to the Brodhead Chamber of Commerce.

Motion by Fox to disburse the 2020 budgeted firework funds to the General Fund. Second by Schadewaldt. Council five ayes. Motion carried.

b) Park Board

Director Boegli gave an update on the ball leagues. Fox asked Director Boegli how many people had signed up for the summer ball leagues. Director Boegli stated that there are 13 adult teams and 17 youth ball teams with 10-12 people per team. Brodhead Jaycees are updating the warming house. Boy Scout, Kyle Braund will be removing sand and outlining the area with rail road ties by the swings at Jaycee Park as his Eagle Scout Project. The dog park will be closed for a few days to spray weed control and placing prairie grass seed in the park.

c) Personnel

Fox stated that there was no July meeting and nothing to report.

d) Fire District

Fox stated they are trying to develop their internship program, but recruiting is difficult with a volunteer fire department. Audit and budgets have been started.

e) Plan Commission

i) Discussion and possible action on Pinnow Investment Group, LLC CSM of property at 705 East Exchange St., with variance

Attorney Schroeder presented that Plan Commission has recommend the Certified Survey Map with variance to approve the variance.

Motion by Fox approve the CSM as presented with the variance for Lot 2. Lowery second. Council five Ayes. Motion carried.

f) Public Safety

i) Discussion and possible action Approval of Operator's Licenses.

Motion by Fox to approve the Operator's Licenses for Krystal Winchester and Phillip Taylor. Second by Naramore. Council five ayes. Motion carried.

ii) Discussion and possible action Approval of Public Event Permits.

Chief Hughes stated that there are two public event permits that Public Safety Committee recommends for approval. One for Brodhead Chamber of Commerce Coverage Bridges Days and the other Alzheimer's & Dementia Alliance of Wisconsin Tractor Ride.

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Motion by Fox to approve Brodhead Chamber of Commerce Coverage Bridge Days on August 8th - 9th from 8:00 a.m. - 6:00 p.m. Second by Schadewaldt. Five ayes. Motion carried.

Motion by Huffman to approve the permit for the Alzheimer's & Dementia Alliance of Wisconsin Tractor Ride and people should follow the recommended CDC recommendations on social distancing. Second by Fox. Council five ayes. Motion carried.

iii) Discussion and possible action Approval of Temporary Class B Licenses – Sport Boosters.

Motion by Fox to approve temporary class B license for Brodhead Sport Boosters. Second by Naramore. Council five ayes. Motion carried.

iv) Discussion and possible action Resolution 2020-013 Covered Bridge Days 2020 Open Intoxicants Waiver

Motion by Fox to approve Resolution 2020-013. Second by Schadewaldt. Council five Ayes. Motion carried.

g) Economic Development

Lowery stated they discussed Workforce Housing program. The committee recommends to move forward with Finance Committee and Council. This project would receive funding from WHEDA, but the City would have to purchase the land. They also reviewed site selections. These homes would be modeled as a pocket community.

h) Bid Board

Lowery stated the Committee discussed that they received many positive comments on the flower downtown. They also received a donation by Kuhn for benches that they are making for Tinker's Garden. Concerts have been doing well.

5) New Business

a) Discussion and possible action Capital Improvement Project - Backup Server for City Hall and Police Department Chief stated that Computer Know How says our current backup server to needs to be upgraded.

Motion by Fox to approve the backup server upgrade, and not to exceed \$5,400.00. Second by Schadewaldt. Council five Ayes. Motion carried.

b) Discussion and possible action Covid-19 Update: "Mask Up Green County" Campaign – Green County Public Health Department

Fox stated that Green County is advocating people in Green County to wear masks. She would like the city to support the County's efforts since the City adopted the county as it's health officer.

Motion by Fox to have the Council help promote mask wearing in Green County. Second by Schadewaldt. Council five ayes. Motion carried.

c) Discussion and possible action Extend a Conditional Offer of Employment to Cassandra Ryan for the Position of Full-Time Public Safety Dispatcher

Motion by Fox to extend a conditional offer to Cassandra Ryan. Second by Lowery. Council five Ayes. Motion carried.

d) Discussion and possible action Extend a Conditional Offer of Employment to Craig Christensen for the Position of Part-Time Community Service Officer

Motion by Fox to extend a conditional offer of employment to Craig Christensen. Second by Schadewaldt. Council five ayes. Motion carried.

6) Mayor Report

a) Future Agenda Items

Mayor Nyman would like to have a close session and discuss the August meeting date for next month.

i) Next Council Meeting July 21, 2020 at 7:00 pm

7) Attorney Report

a) Discussion and possible action Ordinance 2020-004 An Ordinance Regulating Commercial Building Construction Attorney Schroeder presented the ordinance to allow the building inspector to complete commercial building inspections for the city. The ordinance would allow the city to apply to the Wisconsin Department of Safety and Professional Services to gain permission to perform commercial building inspections.

Motion by Schadewaldt to approve Ordinance 2020-004. Second by Naramore. Five ayes. Motion carried.

8) Adjourn

Motion by Naramore to adjourn at 8:35p.m. Second by Fox. Five ayes. Motion carried.