

**CITY OF BRODHEAD  
COMMON COUNCIL MINUTES  
Monday December 16, 2019**

**1) Present:** Mayor Pinnow, Attorney Schroeder, Aldermen Nyman, Bruce, Anderson, Fox, Menzel and Huffman, Deputy Clerk Keri Miller. Youth in Government Sebastian Van Whye

**Absent:** Youth in Government Ryleigh Johnson, Craig Christianson, Jenna IIs

Mayor Pinnow called the meeting to order at 5:05 pm. Roll calls shows all Aldermen present. Youth in Government Ryleigh Johnson absent Craig Christianson, Jenna IIs

**2) Agenda**

Motion by Anderson to approve the agenda as presented. Second by Nyman. Council six ayes. Youth in Government one aye. Motion carried

**3) Previous Minutes**

Motion by Anderson to approve minutes from December 2, 2019. Second by Menzel. Council six ayes. Youth in Government one aye. Motion carried

**4) Committee Reports:**

**a) Park Board**

Director Boegli discussed Park Reservation Fee increase for 2020 and Dog Park Fee that will open January 1, 2020.

- i. Motion by Fox to approve 2019-028 Park Reservation Fees. Second by Anderson. Council six ayes. Youth in Government one aye. Motion carried
- ii. Motion by Anderson to approve 2019-029 Dog Park Permit Fees. Second by Bruce. Council six ayes. Youth in Government one aye. Motion carried

**b) Library Board**

Director Noel stated Library Board has not met yet this month. Library is short on visitors & items checked out. Number of people attending the library is growing. Overdrive electronic/download check outs are down because the state can't keep up with demand so patrons are going back to hard copies. Closed for city holidays 12/24, 12/25, 12/31 & 1/1. Partnering with Albrecht Elementary School to have winter reading program in January. Currently hiring for 2 positions, Library Assistant & Adult Programming. Each are 10 hrs/wk and the application date is extended to January 5, 2020.

**c) Fire District**

Fox discussed YTD Financials Statement through December 1, 2019.

**d) Personnel Committee**

Fox discussed the deputy clerk's vacation hours, extending conditions of offer of employment to Joe Fitters, clerk and treasurer positions, part time dispatchers participating in WI Retirement System. 2 of 4 part timers will reach the max in January others in July. Paying out payroll benefits vacation and sick time when someone resigns.

- i. Motion by Fox to approve paying out Deputy Clerk Keri Miller's vacation time of 24.75 hours \$463.57. Second by Anderson. Council six ayes. Youth in Government one aye. Motion carried
- ii. Motion by Anderson to approve extending conditions of offer of employment to Joseph Fitters and sponsorship for law enforcement academy. Second by Menzel. Council six ayes. Youth in Government one aye. Motion carried
- iii. Adhoc Committee for Treasurer Positions met to discuss a contract and will meet again to finalize and then will present to council. The deadline for accepting resumes for the Clerks Position has been extended to January 7, 2020. Personnel Committee is updating job descriptions. No minimum number of applications.
- iv. Motion by Anderson to approve endorsing the recommendation of personnel committee to permit Chief, Chris Hughes to use his discretion for part time dispatchers to exceed 1200 hours and receive WRS benefits if necessary but not to exceed 1500 hours so health and other benefits will not be permitted. Second by Fox. Council six ayes. Youth in Government one aye. Motion carried.

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- v. Motion by Anderson to approve Personnel Manual striking the word resignation from sections 4.2 (d) and 4.5 (f). Second by Menzel. Council six ayes. Youth in Government one aye. Motion carried

**e) Plan Commission**

Attorney Schroeder discussed approving Tim Babler's site plan for a parking lot with conditions. Also approved as presented was Stoughton Trailers' site plan for resurfacing lots where trailers are parked with their revised stormwater plans.

**f) BID Board**

Menzel discussed redoing logo on welcome signs on each end of town. Replacing downtown flowers barrels.

**5) New Business**

- a) Motion by Fox to approve Resolution 2019-030 Appoint Election Officials for 2020-2030. Second by Anderson. Council six ayes. Youth in Government one aye. Motion carried
- b) Motion by Anderson to approve Resolution 2019-031 2020 Budget Wage Increases. Second by Bruce. Council six ayes. Youth in Government one aye. Motion carried

**6) Mayor Report:**

- a) **Future Agendas:** Youth in Government update 1/13, UniverCity Presentation 1/13, Council meet once/month with optional 2nd meeting 1/13, Contacting the City Attorney will go through Mayor, February council dates 10th 5:00 pm & 18<sup>th</sup> reschedule. Holiday Party January 29<sup>th</sup> at 6:00 pm. Open seats Bruce & Anderson. Nyman running for council & mayor. Doug is undecided but probably not running.

**7) Attorney Report**

Attorney Schroeder discussed ordinance 2018-018 due to the position changes in City Hall. Combined ordinances need to be amended but would be lengthy.

- a) Motion by Fox to approve ordinance 2018-018 creating Section 112-1 B. and F. and repealing and
  - i. re-creating Section 132-3B of the Code of Ordinances. Second by Anderson. Council six ayes. Youth in Government one aye. Motion carried.

**8) Adjournment:** Motion to adjourn by Anderson. Second by Fox. Council six ayes. Adjourned at 5:56 p.m.

Mayor Pinnow Approved this 13th day of January, 2020.

Keri Miller, Deputy City Clerk