

**CITY OF BRODHEAD COMMON COUNCIL MINUTES**  
**Monday, January 9, 2017**

**Present:** Mayor Pinnow, Alderman Nyman, Huffman, Anderson, Fox, Bernstein and Rosheisen. Clerk Withee and City Attorney Mark Schroeder. Youth in Government representatives Dawson Keller, Presley Hale, McKenzie Keller and Michelle Loeffelholz.

Mayor Pinnow called meeting to order at 7:00 PM. Roll call vote shows all Aldermen present.

**Minutes:** Motion by Bernstein to approve minutes from December 12, 2016 as presented. Second by Nyman. Student advisory vote four ayes. Council vote six ayes. Motion carried.

**Finance Committee:** Nyman made a motion to approve the following checks for November 2016: BID CK 1359 to 1360 - \$613.37, Sewer Fund CK 7667 to 7683 - \$59,986.36, General CK 75093 to 75179 - \$162,975.96. Seconded by Anderson. Student advisory vote four ayes. Roll Call 6 ayes. 0 nays. Motion carried.

Budget to Actual as of November 30, 2016. No questions.

Clerk Withee distributed the final 2015 audit report and management document. Will set a goal to meet recommendations within 2-3 months.

Mayor Pinnow stated that there has been some confusion with SAFEbuilt whether or not to issue permits for roofing repair or replacement. There was a previous decision to not charge for roof repair or replacement. Department heads feel that there should be a charge for roof permits. Discussion by council. Clerk Withee can check with SAFEbuilt to see if they can set a standard fee for roof repair. Motion by Fox to table to the next meeting. Second Nyman. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Mayor asked for a motion to approve the November 2016 Treasurer's Report. Motion by Bernstein to approve the treasurer's report as presented. Second by Anderson. Student advisory vote four ayes. Six ayes. Motion carried.

**Park Board:** Director Boegli stated that he has begun taking park reservations. Applications will be accepted until the end of February for summer positions. The 2<sup>nd</sup> and 3<sup>rd</sup> grade basketball program has 46 kids enrolled.

**Public Works:** Director Vogel presented an application and request form to place signs in the city. Director Vogel requested that the council direct Attorney Schroeder to update the city ordinance. Discussion by council. Motion by Fox to direct city attorney to work on ordinance regarding signs. Second by Nyman. Student advisory vote four ayes. Council vote six ayes. Motion carried.

**Public Safety:** Chief Hughes presented operator license applications for Nathan Ciabatti and Rachael Heins. Public Safety Committee recommends approval. Motion by Fox to approve the operator applications as presented. Second by Nyman. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Chief Hughes presented operator license applications for Stephanie Hanson and Michele McKinney. Public Safety Committee recommends approval with the condition that a completed application must be returned by February 4, 2017. Motion by Fox to approve the operator applications with

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recommendation as presented. Second by Anderson. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Clerk Withee explained some of the changes that have been happening with SAFEbuilt. Bernstein made a motion to allow public safety to research other recommended for building inspectors. Second by Anderson. Mayor Pinnow stated we should contact SAFEbuilt and discuss the issues with them. Anderson feels we should investigate other options and then discuss with SAFEbuilt. Clerk Withee stated that according to the contract we would need to give SAFEbuilt 30 days' notice if any changes were to be made.

Meritage System Agreement for SAFEbuilt. Discussion by council. Motion by Fox to table. Second by Anderson. Student advisory vote four ayes. Council vote six ayes. Motion carried.

**Fire District:** Fox advised council that they are discussion providing EMS service to the community, new computers for trucks, beginning Bylaw reviews, administrative assistant hours and workload, salary for officers. The township members have questioned why the city has an \$831,000 fund balance. Clerk Withee explained that the city must maintain a healthy fund balance in order to obtain loans like we recently acquired for the fire district for their new fire truck. Some of this money has also been earmarked for projects or capital needs. The city is required to show that it has the ability to repay the money borrowed. Mayor Pinnow stated that if there was a disaster the city must maintain a healthy fund balance.

**Mayor Report:** Future Agendas: updating the website, no word on if there will be an operator revocation hearing at 5pm next week, status of old middle school. Community survey is online and copies are available at city hall. Second meeting in February will need to be rescheduled.

Election candidates for spring 2017 – there will be a primary on February 21<sup>st</sup>, Richard Peach and Lisa Huntington are running for council. Deb Fox will run seek reelection.

Mayor Pinnow discussed council and committee attendance, he advised council members to encourage committee attendance at meetings and to discuss with all committee members.

**Adjournment:** Motion to adjourn by Anderson. Second by Fox. Six ayes. Adjourned at 7:40 p.m.

Douglas A. Pinnow, Mayor Approved this 17<sup>th</sup> day of January 2017  
Teresa Withee, City Clerk