

CITY OF BRODHEAD COMMON COUNCIL MINUTES
Monday, October 10, 2016

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

Absent: Alderman Fox

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 September 20, 2016 as presented. Second by Rosheisen. . Student advisory vote four ayes. Council vote five ayes. Motion carried.

Fox joined the meeting at 7:03

Municipal Court: Court Clerk Linda Faessler presented a request from the municipal court for the TIPS computer program. Added module set up fee of \$2,000 for installation with a \$171 per year additional cost added. Motion by Bernstein to approve the TIPS computer program. Second Fox. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Court Clerk Faessler presented a request from the municipal court to re-hire Ellyn Popanz as a substitute court clerk at her current dispatch rate. Motion by Fox to approve Ellyn Popanz as a substitute court clerk at her current dispatch rate. Second by Anderson. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Park Board: Director Boegli informed council that flag football has two more weeks left. Volleyball league deadline is Friday. Finishing mowing and pruning trees before leaf removal begins.

Public Works: Director Vogel presented a letter from Hesslink Law offices regarding Brodhead Assisted Living Sewer Hookup Fees. Due to staff turnover this charge had been missed for the past several years. Clerk Withee explained that several properties were beyond the 6 year legal limit. Attorney Schroeder advised that 6 years is the standard limit to charge back for a contract. Mayor Pinnow stated that it was the cities fault that they were not charged. No one has been charged since approximately 2008. Mayor Pinnow stated that everyone should be treated the same and half is reasonable because it was the cities error. If they don't pay it would be placed on tax roll. Questions from youth. Motion by to Nyman to accept the offer from Hesselink Law office to reduce their outstanding fee by half. Second by Bernstein. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Director Vogel presented a request for a resolution making Pearl Island an official city recreational area. Request to direct city attorney to draft a resolution. Discussion by Council. Motion by Fox to direct the city attorney to create a resolution designating the Pearl Island area as an official recreation area. Second by Bernstein. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Director Vogel presented a request that beginning in 2017 the city will no longer allow hunting or trapping in the Pearl Island recreational area due to more people using the area. There are only a few people that have requested permits to hunt. Discussion by Council. Motion by Fox to direct council to prepare a resolution requesting that we no longer allow hunting or trapping in the Pearl Island recreation area beginning in 2017. Second by Huffman. Student advisory vote four ayes. Council vote five ayes. Nyman opposed. Motion carried.

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Director Vogel presented a request to increase septic, holding and leachate waste rates for 2017. Due to the phosphorus requirements. The charges have not been increased in several years. Engineers did testing and proposed numbers that would reflect the added cost from the septic deliveries. Public Works Committee reviewed the numbers. The increased rates would still be the lowest in the area. This does not affect city residents. Discussion by Council. Motion by Fox to increase septic, holding and leachate waste rates for 2017. Second by Rosheisen. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Director Vogel presented the License for SCADA Antenna Placement with Water & Light. Attorney Schroeder advised he has no issues with the agreement. Motion by Bernstein to approve the SCADA license as presented. Second by Rosheisen. Student advisory vote four ayes. Discussion by Council. Council vote six ayes. Motion carried.

Public Safety: Chief Hughes presented operator license applications for Megan Wiesenberg and Christi Rusch. He indicated there was no issues with the background checks. 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 advised council that there has been one winter truck parking permit issued to David Bartelt. Public Safety has approved, no council no action necessary.

Chief Hughes requested council make a motion to determine the 2016 Trick or Treat hours for the city of Brodhead. Motion by Fox to set Trick or Treat hours for Monday, October 31, 2016 from 4pm to 7pm. Second by Anderson. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Fire District: Clerk Withee advised that Ron Schwartzlow, Town of Decatur dropped off the proposed budget request from the fire chief with a 13% increase over last year's budget. The secretary for the fire district also dropped off a proposed budget for the fire district and indicated rural has approved with a 6% increase over last year's budget. The budget has not been finalized by the Fire District Board.

BID: Huffman reported that new brochures will be printed with BID and chamber to split the cost.

Senior/Community Center: Rosheisen presented the Keller Design Agreement recommended by the committee. Mayor Pinnow stated that council allocated \$10,000 to the senior/community center committee. The cost for the Keller agreement is \$1,500 to retain them to do a study on an existing building or to build new. They are only doing the design phase. Should be completed within the next few months. Motion by Bernstein to approve the agreement as presented. Second by Rosheisen. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Plan Commission: Attorney Schroeder presented the final CSM for K5 properties. Final CMS has been filed was presented to the Plan Commission with approval subject to conditions; reimburse city for engineering and complete several items from the MSA memorandum. Motion by Fox to approve the final CSM for K-5 properties comments 1-4 with reimbursements and subject to conditions being met. Second by Bernstein. Student advisory vote four ayes. Discussion by council. Council vote six ayes. Motion carried.

Attorney Schroeder stated that Jordan Walmer, owner of M&J's bar presented a request to Plan Commission to purchase the city parking lot south of his building. Plan Commission recommends selling all or a portion of the lot. City owns up to the fire district parking lot. Discussion by council. Motion by

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Bernstein to approve the concept and have Mr. Walmer return to building inspector with a plan and design to make sure it meets building codes. Second by Rosheisen. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Attorney Schroeder advised council that the Plan Commission has recommended the purchase of parcels 23012-0642, 23012-0643, 23012-0632, 23012-0637 and portion of 23012-0645 in the Town of Decatur. 23012-0645 would include the barn portion of the land only. Plan Commission looked at this as a potential future development that is adjacent to the city. Pinnow explained that the area west of the river could be included in the Pearl Island project with raised walkways over the marsh land to attract more tourism. The barn is a historic icon to the area. The person that is purchasing this parcel does not want the barn and would possibly tear it down. This could also be a tourist attraction or marketing tool. Discussion by council. Clerk Withee advised the city is working on a capital expenditure plan and this would be part of that project. Motion by Anderson to authorize the city to enter into negotiations with the owner and to have preliminary studies done by the city engineer. Second by Fox. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Personnel Committee: Fox reported that the personnel committee has been working on the budget and put together some proposals regarding personnel wages and costs. She will attend the upcoming finance meeting Wednesday. Job descriptions are on hold for budget issues.

Mayor Report: Future Agendas: Property Sale, review of city ordinances due to increase in sign issues, etc.

Mayor Pinnow advised the council regarding a letter received by a business owner who is concerned about the Stoughton Trailers parked near his business. Negotiations began a few months before covered bridge days and the city worked with Stoughton to have trailers moved so the city could hold covered bridge days. The city worked with land owners and tried to help provide areas for the trailers to be moved. The city's assumption was that all trailers would be returned to the land leased by the city to Stoughton Trailers by Aug. 29. Unbeknownst to the city, Stoughton worked out lease agreements with individual property owners and have not moved trailers as indicated. Mayor Pinnow stated that the city appreciates that Stoughton Trailers is here and we are trying to work with them and also the property owners. The city is trying to figure out a solution to the issue. Police Chief Hughes indicated that this is leased property and they have all met the criteria and there is nothing in the ordinance or zoning codes that indicates they are in violation. Attorney Schroeder has indicated that parking is allowed on this zoned area and as long as zoning issues have been met according to 480-49 they are not in violation. Discussion by council. Attorney Schroeder stated that if this leased area is going to continue to be used as a parking area the city could enforce and be more stringent on the requirements in that area and the land should be constructed in a way that meets all city ordinances. Motion by Bernstein to continue to have City Attorney Schroeder, Chief Hughes, Stoughton Trailers and zoning administrator work to resolve the issue. Second by Anderson. Student advisory vote four ayes. Council vote six ayes. Motion carried

Mayor Pinnow read the Freedom from Workplace Bullies Proclamation for the week of October 16-22, 2016. Motion by Anderson to approve the proclamation as presented. Second by Nyman. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Clerk Withee advised council that the first two budget meetings have been set for October 18th at 6 PM and October 25th at 4 PM. A third date will need to be set to finalize the budget before publication will need to be moved to the week of November 7th. The meeting will have to be set for either Wednesday the 9th or Thursday the 10th due to the General Election on Tuesday the 8th. Attorney Schroeder

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indicated that a closed session could be included in the budget working sessions to discuss employee wages. The budget meeting will be November 9, 2016 at 4pm. Motion by Bernstein to approve the budget dates as presented. Second by Fox. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Clerk Withee advised that the first and second council meetings in November fall on Monday and Tuesday of same week. Discussion by council. Anderson made a motion to hold the meeting on the 14th and cancel the meeting on November 15th. Second by Huffman. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Attorney Report: Attorney Schroeder presented the vacant land offer to purchase from STI Holdings for 3 parcels with 16.25 acres total, lot 1 is 8.6 acres, lot 5 is 4.7 acres, and lot 6 is 3.8 acres with a total purchase price of \$170,625. Tentative closing would be in December. Attorney Schroeder described the agreement and conditions of the agreement to council. Motion by Fox to accept STI Holdings offer to purchase as presented. Second by Bernstein. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Attorney Schroeder introduced a preliminary resolution vacating 21st Street Right-of-Way. A public hearing would take place at the December 12, 2016 meeting and could still move to close on December 16, 2016. Motion by Bernstein to approve the preliminary resolution vacating 21st street and public hearing for December 12, 2016 council meeting. Second by Huffman. Student advisory vote four ayes. Council vote six ayes. Motion carried.

Adjournment: Motion to adjourn by Fox. Second by Anderson. Six ayes. Adjourned at 8:40 p.m.

Douglas A. Pinnow, Mayor Approved this 18th day of October 2016.
Teresa Withee, City Clerk