

CITY OF BRODHEAD COMMON COUNCIL MINUTES
Monday, December 12, 2016

Present: Mayor Pinnow, Alderman Nyman, Huffman, Fox, and Bernstein. Clerk Withee and City Attorney Mark Schroeder.

Absent: Alderman Anderson, Rosheisen and Youth Representatives Presley Hale, Dawson Keller, McKenzie Keller and Michelle Loeffelholz.

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

Mayor Pinnow thanked everyone who volunteered to make the Fire and Ice Festival a success.

Public Hearing: Attorney Schroeder presented information for the public hearing regarding resolution 2016-021 to vacate a portion of the 21st street right of way. No comments or questions from the public or council. Public hearing closed. Motion by Bernstein to approve resolution 2016-021 vacating 21st street. Second by Huffman. Four ayes. Motion carried.

Carla Gogin, Baker Tilly, presented the 2015 draft audit. There was recent turnover in city hall staff early in 2015, they needed to make corrections to the 2014 audit in order to proceed with materially correct information for the 2015 audit. Several corrections were identified and made to the prior financial statements from 2014. The final 2015 report will be issued early next week. The 2016 audit fieldwork will begin in February with the final completed in March.

Minutes: Motion by Bernstein to approve minutes from November 14, 2016 Council Meeting as presented. Second by Huffman. Four ayes. Motion carried.

Park Board: Alderman Huffman stated that park reservations will begin on Tuesday, January 3rd at 9am. Summer applications will be available on Tuesday, January 3rd and must be returned by February 28th. The 2nd and 3rd grade basketball program is underway. 3rd grade will meet for 4 Wednesdays in January and 2nd grade will meet for 4 Wednesdays in February.

Public Works: Clean water fund financial assistance agreement. Motion to table by Fox. Second by Huffman. Four ayes. Motion carried.

Attorney Schroeder reviewed resolution 2016-020 Clean Water Fund Loan. Bonds will then be sold to the state clean water fund and the city will make payments to state. The purpose is to fund work to plant due to regulations from the state. Director Vogel stated this loan is for the upgrades to the lift stations. They will all be put on the SCADA system. Current equipment is over 30 years old and vulnerable to failure. They will be informed immediately if there are issues or breakdowns. Discussion by council. Motion by Fox to approve resolution 2016-020 authorizing the issuance and sale of up to \$433,945 sewerage system revenue bonds, Series 2016, and providing for other details and covenants with respect thereto, and approval of related \$649,922 financial assistance agreement. Second by Huffman. Four ayes. Motion carried.

Attorney Schroeder advised the cost of scope of engagement up to \$6,500 fee for bond council of Quarrels and Brady. Motion by Bernstein to approve up to \$6,500 fee for bond council. Second by Fox. Four ayes. Motion carried.

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Library Board: Director Noel presented the November numbers. 3,606 Visits, 5,338 items out. 239 items added. Program attendees; Children's programs – 139, Young Adult programs – 93, other programs – 3. Upcoming events, LEGO Club and Cookie Decorating, Thursday, December 22 from 3:30 – 5:00 pm. Library will be closed Saturday, December 24th and Saturday, December 31st. Two positions available at the library, closing date December 14th. The library received a grant from the Brodhead Area Foundation for \$2,779 for new computers with matching funds from the 2016 library budget.

Public Safety: no quorum for December. Chief Hughes presented operator license applications for Jenna Rosheisen, Lisa Weichelt, and Tracy Thostenson. The police department has completed background check and recommend approval. Motion by Bernstein to approve the operator applications as presented. Second by Fox. Four ayes. Motion carried.

Chief Hughes requested council set a hearing date regarding revocation of operator's license for a future date in January. If it is not contested the operator license will be revoked if it is contested a hearing date needs to be set. Motion by Fox to set hearing date for January 17th at 5pm. Second by Fox. Four ayes. Motion carried.

Chief Hughes stated SAFEbuilt contract renewal does not have an expiration date. One year trial will be the end of January 2017. Some questions and concerns have been raised. Clerk Withee advised council that revenues were higher than expected for SAFEbuilt and expenses were lower. They are proposing an online service called Meritage to schedule inspections and request building permits. Changes have been made by SAFEbuilt to better improve their services. Motion by Bernstein to accept the proposal to implement Meritage. Second by Huffman. Four ayes. Motion carried.

Chief Hughes introduced 911 system replacement information. Airbus DS Vesta Pallas 911 equipment is no longer supported as of December 31, 2016. Sign contracts no later than December 22nd to take advantage of the cost savings. Carry forward 10,500 to cover cost. Only recommends software support for 2nd year going forward. Introduced request for proposals received from Green County Sheriff's department to replace their 911 system. City of Brodhead is backup for Green County Sheriff's office, there will now be better compatibility. No payment need to be made until the system is installed. Department heads have been working with Ehlers regarding a capital expenditure borrowing package. Police department has revised their capital expenditure request as to not impede any other department's capital project needs. Discussion by council. Attorney Schroeder has reviewed all documents and has no concerns regarding the documents provided, there will be a few modifications requested by Attorney Schroeder. Motion by Huffman to approve the proposal from AT&T for \$103,618.45 with a 1 year hardware/software support for \$4,303.76 and subsequent software support for \$4,303.76 this would be a recurring charge, this is subject to final approval by Attorney Schroeder. Second by Bernstein. Four ayes. Motion carried.

Fire District: Alderman Fox advised that the old engine one is being listed for sale. New engine one is in use and personnel are being trained. Chief is meeting monthly with the mayor and feels communication is improving. Chief Hughes is waiting for a letter from the fire chief to indicate that the sirens times will be changed from 8am to 9pm. Avaya issues have been addressed. Looking at implementing EMS and hiring staff. Had carryover money that will be put into a CD. Next meeting is January 3rd at 6pm.

BID Board: Motion by Huffman to request that the B.I.D. District be continued for 2017, and the assessment remain the same at \$1.80 per thousand, with matching funds from the City. Second by Fox. Four ayes. Motion carried.

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Plan Commission: Attorney Schroeder introduced GWE Realty, LLC final CSM, modifications have been made. Western boundary was extended 25 feet and will be compliant with commercial zoning. Western portion of W 3rd Ave would be dedicated to the public as out lot one. Contingent on a new easement entered into with Water & Light and has been agreed to by the property owner. Motion by Bernstein to approve the final CSM. Second by Fox. Four ayes. Motion carried.

Attorney Schroeder introduced STI Holdings, LLC preliminary CSM (Fehr Graham) for the property located on the south end of the 21st street right away to divide one lot into two and STI Holdings, LLC preliminary CSM (Vierbicher) north of 21st street right away. Property involves parcels that will be purchased by STI Holdings. The CSM's are to change the lot divisions. City engineers have no issues with the CSM's as presented. Discussion by council. Motion by Fox to approve the CSM from Fehr Graham with correction of northwest to northeast and preliminary CSM from Vierbicher. Second by Huffman. Four ayes. Motion carried.

Attorney Schroeder introduced information regarding a plat of survey for parcel 509, parcel owned by city located immediately south of M & J's bar and immediately north of the Fire District Parking lot. Discussion with owner of M & J's to expand business with a deck or addition. Clarity needs to be made regarding what the exact boundaries are and what impact it would have on the parking in that area and what impact it would have on the fire district parking. Plan commission recommends hiring a surveyor to determine the lot lines. Motion by Bernstein to have parcel 509 surveyed. Second by Huffman. Four ayes. Motion carried.

Mayor Report: Future Agendas: school proclamation, January agenda. Holiday party is tomorrow night at 5pm at M&J's. Final 2015 Audit will go to finance committee and then back to council. Chamber banquet is in January. Need to decide on the December 20th meeting.

Motion by Fox not to hold the second meeting on December 20, 2016. Second by Nyman. Four ayes. Motion carried.

Bernstein stated he will not be seeking reelection.

2017 Election Candidates – All campaign paperwork is due to the city clerk by 5 pm Tuesday, January 3, 2017. Nomination papers must be signed by 50-100 city residents. Non-candidacy paperwork needs to be returned by 5pm December 22nd.

Attorney Report: no report

Adjournment: Motion to adjourn by Huffman. Second by Fox. Four ayes. Adjourned at 8:55 p.m.

Douglas A. Pinnow, Mayor Approved this 9th day of January 2017.
Teresa Withee, City Clerk