

**CITY OF BRODHEAD COMMON COUNCIL MINUTES**  
**Monday, May 9, 2016**

**Present:** Mayor Pinnow, Alderman Nyman, Hale, Anderson, Bernstein, Fox and Rosheisen. City Clerk Withee and City Attorney Mark Schroeder. Youth representatives Dawson Keller, Magali Jimenez, Chris Dodd and Cheyenne Brady.

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

Mayor Pinnow thanked the Youth in Government for their service. The youth gave a report regarding their experiences. Mayor Pinnow handed out certificates to all of the Youth in Government members.

**Minutes:** Motion by Bernstein to approve minutes from April 19, 2016 as presented. Second by Rosheisen. Youth vote four ayes. Council vote six ayes. Motion carried.

**Park Board:** Director Boegli reported that adult softball league has begun. Co-ed begins this week and youth is starting as well. The swimming pool will open Tuesday May 31<sup>st</sup> from 4-8 pm. Sign up for t-ball, tiny tots, etc. can be done at the pool.

**Public Works:** Director Vogel introduced Joe DeYoung from MSA, he presented bids for the Lift Station and SCADA improvements project. Motion by Fox to approve bid from Integrated Processing Solutions for \$461,035. Second by Rosheisen. Youth vote four ayes. Council vote six ayes. Motion carried.

Vogel stated that they planted 20 trees this year. Over 100 trees have been planted in the past 5 years. Mayor Pinnow read the Forestry Arbor Day Proclamation. Motion by Fox to approve the Arbor Day Proclamation. Second by Bernstein. Youth vote four ayes. Council vote six ayes. Motion carried.

Director Vogel addressed the council regarding business district sidewalk repairs. He presented a cost projection report to complete the repairs. Motion by Bernstein to approve sidewalk repairs and direct city attorney to draft a resolution to repair the sidewalks. Second by Nyman. Youth vote four ayes. Council vote six ayes. Motion carried.

**Public Safety:** Chief Hughes presented an operator license for Elizabeth Sveum and Susan Trainor-Karnotch with a recommendation for approval by public safety. Motion by Anderson to approve operator licenses as presented. Second by Nyman. Youth vote four ayes. Council vote six ayes. Motion carried.

**Fire District:** Anderson advised that there will be a notice in the paper to let businesses know when the fire inspector is scheduled to do inspections. She stated that Chief Scheidegger stated that the DNR was notified that they would be removing the siding off of the house on County T. He stated that the fire department owns the house so they were allowed to remove the siding. He stated they will no longer continue this practice.

**BID Board:** Huffman advised that BID purchased a new table for Tinkers garden. New committee appointments will be handled after next meeting.

**Senior/Community Center:** Rosheisen stated there is a meeting scheduled for June 14 at 6pm at the Library.

**Plan Commission:** Attorney Schroeder advised there is a request for a possible lease of Lot 1 of the City of Brodhead Business Park, with a positive recommendation to council from Plan Commission. His office is following up on the Kobussen bus site to ensure compliance with site plan.

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**Personnel Committee:** Deb Fox reviewed changes to the personnel manual. Motion by Bernstein to approve personnel manual as presented. Second by Rosheisen. Youth vote four ayes. Council vote six ayes. Motion carried. Fox advised that job descriptions are being updated.

**Mayor Report:** Mayor Pinnow asked if a second meeting is necessary for May. Clerk Withee advised that we will need to hold the meeting on Tuesday, May 17. Fox and Anderson advised they will not be present.

Future Agendas: Discussion on city administrator. Mike Johnson stated that we would be considering meeting with retired professionals that go to communities to help with succession planning. Building inspector discussion on next agenda. ATV/UTV Route and law enforcement memorial recognition will be held at 6pm prior to the meeting.

Motion by Anderson to approve the updated council committee assignments. Second by Fox. Youth vote four ayes. Council vote six ayes. Motion carried.

Board of Review is scheduled from 4 pm to 6 pm Thursday, May 12<sup>th</sup>

**Attorney Report:** Attorney Schroeder presented Resolution 2016-008 to Remove Stop Signs W 7<sup>th</sup> Ave at 16<sup>th</sup> Street. Motion by Fox to approve motion as presented. Second by Nyman. Youth vote four ayes. Council vote six ayes. Motion carried.

Attorney Schroeder updated council that the fencing has been installed at Cardinal Crest Mobile Home Park.

Motion to convene into closed session by Bernstein. Second by Nyman. Roll call 6 ayes. 0 nays.

Motion by Anderson to return to open session. Second by Nyman. All ayes. Motion carried.

1. Motion by Anderson to approve offer of employment to Lisa Bartelt moving her to full time dispatcher from part time dispatcher position at the second level for vacation at \$15.82 per hour. Second by Rosheisen. All ayes. Motion carried.
2. Motion to hire Ellyn Popanz as a part time dispatcher at \$13.60 per hour up to 10 days per month. Second Anderson. All ayes. Motion carried.
3. Motion to move Linda Faessler from probation to permanent part time court clerk \$18 per hour. Second by Anderson. All ayes. Motion carried.
4. Motion by Fox to approve the proposed retainer agreement with von Briesen and Roper for labor and employment matters. Second by Anderson. All ayes. Motion carried.
5. Motion by Fox to direct Mayor Pinnow, Mike Johnson and Attorney Schroeder to negotiate the sale of lot 5, 6 and 7 and possible lease of lot 1 and 7 of Brodhead Industrial Park 3. Second by Anderson. All ayes. Motion carried.

**Adjournment:** Motion to adjourn by Anderson. Second by Fox. All ayes. Adjourned at 8:50 p.m.

Douglas A. Pinnow, Mayor Approved this 17<sup>th</sup> day of May 2016.  
Teresa Withee, City Clerk