

**CITY OF BRODHEAD COMMON COUNCIL MINUTES  
TUESDAY, FEBRUARY 17, 2015**

**Present:** Mayor Pinnow, Alderman Nyman, Hale, Anderson, Bernstein, Stocks, Rosheisen. Deputy Clerk Popanz, City Attorney Jamie Olson.

Mayor Pinnow called meeting to order at 7 PM. Roll call vote shows everyone present.

**Minutes:** Motion by Bernstein, to approve minutes of Monday, February 9, 2015, seconded by Rosheisen All ayes. Motion carries.

**Audit Committee:** Nyman made a motion to approve the following checks: Bid 1285 - \$7.30, Sewer Fund Ck 7250-7277 \$31,491.77. General Ck 72911 TO 73015 - \$317,634.99. seconded by Hale to approve the above checks. Roll Call 6 ayes. 0 nays. Motion carries.

Treasurers Report. Mayor asked for a motion to approve the Treasurer's Report. Motion by Stocks, seconded by Nyman. All ayes. Motion carries.

Budget to Actual as of January 31, 2015. No questions.

Resolution on Advisory Referendum – After discussion with the City Attorney, Nyman made a motion to table this until the City Clerk is present, seconded by Stocks.

**Library Board:** Report from Librarian: Visits for 2015 so far is 3,846. Items out are 6,166. 272 E and Audio books were circulated in December which shows an 84% increase from last year. New materials added is 163 and new Library Cards issued is 10.

Public use of Library Rooms: VFW Room – 5, Small Study Room -23, Program Room – 5 and History Room – 4. Early Literacy/1K Books Celebration took place at the library on Saturday, January 31<sup>st</sup>. Librarian reported she is working on the State report. Upcoming: Stamping on Candles is on Friday, February 20<sup>th</sup> at 6pm and Toddler Time begins in March.

**Public Safety: Acting Chief Raupp reported that on March 6<sup>th</sup> Janis Ringhand is coming to donate a flag for the Police Department at 1pm**

**Bldg and Grounds:** Deputy Clerk announced the upstairs at City Hall is now painted.

Rosheisen asked what the council decided on what our thoughts are for the Senior/Community Center. Mayor asked the Council their suggestion and reminded them that the budget can be amended. Anderson asked what the money is for. Rosheisen responded to find out what the difference is putting the money into an existing building or build new. The \$500,000 grant is for either new or renovating an existing building. She further stated that the Committee does not know what to look for at this time without assistance from an engineer or contractor to help the committee get the information needed. Stocks asked for clarification on what we are asking the city to support. After

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discussion motion by Stocks to approve \$10,000 for the study for the Senior Center/Community Center, seconded by Anderson. All ayes. Motion carried.

**Personnel Committee:**

Personnel Manual revisions regarding electronic communications and social media site standards. Stocks stated he had confusion on his part that he really doesn't know who in the city the manual covers. Stocks suggestion is an introduction on who it covers and also how often the employee gets the opportunity to review the manual. He made a suggestion that they see the manual with their evaluations and have them sign a receipt page. He further stated that he felt this should be on annual bases with every employee. Anderson wondered why an employee would have to review it every year. She further stated she can see informing them when changes are made. Recommendation is to review it periodically with the employees. Mayor Pinnow suggested that we should have Personnel committee make a recommendation.

City Attorney Jamie Olson pointed out the definition of who the manual covers. Attorney Olson informed the council that Section 5.4 of the Personnel Manual has been updated to Electronic Communications. She further stated that on Page 20 the wording Department Director has been changed to Department Head as well on page 23 (4). On page 26 #24 states that if the employee has violated any of the Provisions of Section 5.4 of the Manual regarding Electronic Communications it would be under Section 5.9 Misconduct – Unacceptable Performance. On page 31 Section 5.13 is made as part of the packet. City Attorney stated at the end of the Manual Appendix A has social media site standards. Motion by Stocks that the Council approves these revisions, seconded by Bernstein. All ayes. Motion carried.

**Closed Session per WI State Statutes Sec. 19.85(1)( c ), to consider Police Chief replacement new hire. Bernstein, Anderson, All ayes.**

**Possible action on matters discussed in closed session.**

Motion by Stocks, seconded by Anderson to return to Open Session. All ayes.

Recommendation by Mayor Pinnow to the appointment of Christopher Hughes as the new Brodhead Police Chief subject to physical testing and satisfactory background checks and contract negotiations. Motion by Bernstein, seconded by Anderson. All ayes. Motion carried.

**Mayor's report:** Future agendas. Youth and Government. City Attorney Olson asked that Kobussen developer agreement be put on the next agenda. Stocks asked for Merit increases that public safety committee agreed upon back in October are placed on the next agenda.

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Mayor asked that all the committees check the status of the expiration dates of their members and please try to find replacements for April's meetings.

Better Brodhead: Kathy Comeau and Peder Johanson addressed the council on the Better Brodhead Community Survey results. Mr. Johanson stated this started as a task force for citizens, drug and alcohol abuse. This last year they are working to become a coalition and have applied for a mentorship grant which would be \$75,000.00 for 2 years. They have hired Kathy Comeau as a full time coordinator with that grant. Kathy stated they are a group of people that are willing to make the community better with education and public awareness. She stated they have had 217 responses with the survey that was out in the public. Mr. Johanson stated they want to be ready by January to be ready to write the grant. This grant cannot be used for Programs instead they can buy curriculum for programs, etc.; they can send law enforcement to training, etc. They want to work with organizations with people already working for the community. Mayor Pinnow thanked them for the report and all the work they are doing.

**Attorney Report:** No report.

**Adjournment:** Motion to adjourn by Bernstein, seconded by Stocks. . All ayes. Motion carries. 7:50 pm.

Minutes by Deputy Clerk Popanz

Douglas A. Pinnow, Mayor approved this 9<sup>th</sup> day of March, 2015