

April 21, 2020

**CITY OF WASHBURN RE-ORGANIZATIONAL
COMMON COUNCIL MEETING**

5:30PM

Washburn City Hall & Remote Video Conferencing

City Council Members:

Present, in-person:

Tom Neimes Jr, Carl Broberg, Mary McGrath

Present, remote:

Karen Spears-Novachek, Jennifer Maziasz, Laura Tulowitzky,
Dave Anderson

Municipal Personnel:

Present, in-person:

City Administrator Scott J. Kluver, Asst. City Administrator Tony Janisch

Present, remote:

Mayor Mary Motiff, City Attorney Max Lindsey

Excused Absence:

None

Call to Order - Meeting called to order at 5:30pm by Mayor Motiff. Roll call attendance depicted seven (7) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized.

Mayoral Announcements, Proclamations, Appointments – The Mayor noted this as the first video conferencing City Council meeting and reviewed protocol and webinar etiquette for the meeting. She then thanked out-going Mayor Richard Avol and out-going Council Member Aaron Austin for their years of service to the City of Washburn.

Administrator Kluver stated that normally newly elected officials are invited to attend New Officials Workshop sponsored by League of Wisconsin Municipalities. However, giving the current Stay-At-Home orders, all summer workshops have been canceled. Potentially, online webinars may be developed, or fall workshops will be offered.

Election of Council President – Maziasz nominated Karen Novachek for Council President, no other nominations were received. A motion was made by McGrath to elect Novachek to Council President, second by Broberg. Motion carried unanimously.

Election of Plan Commission Member (2/3 Vote Required) – Tulowitzky nominated Dave Anderson to the Plan Commission. Moved by Maziasz to elect Anderson to Plan Commission, second by Broberg. Motion carried unanimously.

Confirmation of Council Member Appointments to Boards, Commissions, Committees - Mayor is asking for the following City Council appointments: Laura Tulowitzky to Library Board, Tom Neimes to Bart Board, Carl Broberg to Harbor Commission, Jennifer Maziasz to Parks Committee, Personnel/Finance Mary McGrath, Laura Tulowitzky, and Karen Spears-Novachek. Kluver noted that Mayor Motiff should serve as City Representative on the Joint Review Board for TID#3. Moved by Novachek to confirm the Mayor appointments of Council members to the various boards, commissions, and committees, second by Neimes. Motion carried unanimously.

Confirmation of Citizen Appointments to Boards, Commissions, Committees - The Mayor noted the vacancy on the Plan Commission with Anderson changing roles for citizen to city representative and stated she would like to nominate the following Citizens: Rick Grubele & Candace Kolenda to Harbor Commission, John Baregi to Plan Commission, Kristy Jensch, Sherry Mager with Linda Barnes as Alternate 1 to Zoning Board of Appeals, Erika Lang & Jamie Cook to Parks Committee and Diane Posner & Margo Smith to Library Board. A motion was made by Anderson to approve all citizen appointments, second by Broberg. Motion carried unanimously.

Appointment of Weed Commissioner – The Mayor is asking that Tony Janisch be appointed as Weed Commissioner. Moved by Neimes to appoint Assistant City Administrator Tony Janisch as the Weed Commissioner, second by Maziasz. Motion carried unanimously.

Designation of Public Depository (s) – A motion was made by McGrath to approve all listed below as the public depository(s), second by Tulowitzky. Motion carried unanimously.

- Bremer Bank
- Chippewa Valley Bank
- Northern State Bank

Designation of Official Newspaper- A motion was made by Novachek to designate the Ashland Daily Press as the official paper, second by Tulowitzky. Motion carried unanimously.

Discussion of Orientation and Other Training for Council Members – Kluver stated that typically a tour of City facilities is offered for newly elected and current elected officials and when deemed appropriate, this tour will be scheduled. He further stated resource materials available at City Hall on municipal governance, and to please ask questions when you have them. City Attorney Max Lindsey stated that at the council meeting, he will present a training session on Open Records, e-mail quorums, and walking quorums.

Discussion & Action on Possible COVID-19 Business Relief Loan Program Policy Revisions – Kluver stated that five loan applications have been received so far. Two of the applicants have delinquent utility and/or tax payment issues and having these paid off is one of the qualifications for a loan. Another of the applicants is a non-profit organization which brings into questions requirement for collateral of business assets and personal guarantee. Regarding the first issue, Kluver stated that the City could stick to the policy and businesses would be eligible for a loan only after they had paid off utility/tax delinquencies or appeal their application to Council. Or, that the policy be amended to allow for a portion of the loan to pay off delinquencies with the remaining amount going to the business. McGrath moved to amend the Business Relief Loan Program Policy to allow for loan funding to be used in delinquency payments to the City, second by Tulowitzky. Attorney Lindsey clarified this motion would apply retroactively, and the individual businesses would not have to reapply. McGrath and Tulowitzky agreed to the clarification of the motion. Discussion ensued. Anderson suggested amending the motion to include that up to 50% (\$1,000) of the loan can be used for payment delinquencies. Broberg expressed concern of loaning funds to pay off city debt if the business is likely to fail. McGrath stated that the benefit of the doubt needs to be giving. McGrath further stated that the entire loan amount (\$2,000) should be available for payment delinquencies. Motiff clarified that, as an example, if a business owed \$2,200, they would be denied for the loan. However, if they paid \$200, they could apply for \$2,000 to help pay the remaining delinquency. McGrath agreed to an additional amendment to her motion to include that up to \$2,000 be available to pay off utility/tax delinquencies, so long as the total amount owed be no more that \$2,000. Tulowitzky agreed to this additional amendment. Motion carried unanimously.

Attorney Lindsey continued discussion stating that the currently policy states either a mortgage or security agreement of inventory or assets as well as personal guarantee by an owner of the business as collateral for the loan. He further stated that in regard to a non-profit organizations, this guarantee could be the organization's president or officer. Novachek asked if more than one person could be the guarantee. Lindsey stated that this was possible and that a portion of the full loan amount could be assigned to each individual. Lindsey further stated that unless there was a need/desire to remove the personal guarantee, they would be no need to take action. No motion was received to amend this item on the policy.

Adjourn – Mayor Motiff adjourned the meeting at 6:17pm.

Tony Janisch
Assistant City Administrator