

March 10, 2014

CITY OF WASHBURN COMMON COUNCIL MEETING

Present: City Council Members: Richard M. Avol; Linda S. Barnes; Kristy M. Jensch; Christine M. Kelly; Mary McGrath; Mary C. Nowakowski; and Jeremy P. Oswald

Municipal Personnel: Mayor Scott A. Griffiths; City Administrator Scott J. Kluver, Assistant City Administrator Kenneth Cammilleri, and Public Works Director Mike Decur.

Excused Absence: City Attorney David Siegler

Call to Order - Meeting called to order at 5:30PM by Mayor Griffiths. Roll call attendance depicted seven-members of the Common Council in attendance. Quorum of the Council recognized. **Pledge of Allegiance.**

Approval of Minutes – City Council Meeting – February 10, 2014 – Motion by Oswald to approve Record of Official Proceedings for the February 10th City Council Meeting with corrections to the listed date at the top of the page, the second made for the appointment of Carol Bushman to the Library Board to show Councilor Kelly; and the misspelling of Councilor Nowakowski’s name in the motion to go into closed session, seconded by Jensch. Motion was unanimously carried.

Approval of Expenditures – A motion by Finance Committee Member Avol was made to approve the monthly expenditure vouchers, seconded by Barnes. Motion unanimously carried on roll call vote of all seven Councilors in attendance.

Public Comment –

Mayor Griffiths read his memo regarding the agenda item discussion pertaining to formula business ordinances to set the context of the conversation prior to opening the floor for public comment.

Don Swedberg - 111 E 7th Street – Voiced opposition to formula business restrictions.

Jim Nowakowski - 200 W Bayfield Street – Voiced opposition to formula business restrictions.

John Baregi - 516 W Pine Street – Voiced opposition to formula business restrictions and stressed the importance of taking care in the consideration of relocating the playground at West End Park while also indicating his opposition to moving it.

Mayoral Announcements, Appointments, or Proclamations –

Mayor Griffiths reminded the Council and audience that the Trickle Order is still in effect and that utility customers should avoid turning their water off even when temperatures warm, as damage can occur.

Discussion Regarding Regulating Formula Businesses - Council discussed and reviewed Example Ordinance #2014-05 regarding the possible adoption of formula business restrictions. Mayor Griffiths indicated that this item is for discussion only and no action will be taken. Council and the Mayor engaged in extensive dialog on the issue and agreed that they were not interested in moving forward with the consideration of a formula-business regulation. No action was taken regarding this issue.

Discussion and Recommendation on How to Administer Vacation Benefits Where Differences Exist Between City Policy and Former Collective Bargaining Agreements – Though the current

City Personnel Manual is in the very early stages of revision, administrative staff requested council to provide them with direction on how to administer vacation benefits for unrepresented employees who's former contract conflicts with exist City Personnel Manual Policies. The Personnel Committee has recommended that Council consider to continue the adoption of the Personnel Manual's policy, which sets eligibility for 20 vacation days after 25 years of service, rather than after 20 years of service as identified in the former union contract. This option is also consistent with the City's current practice. Moved by Avol, second by Nowakowski to approve the Personnel Committee's recommendation to clarify that vacation eligibility for 20 vacation days is obtained after 25 years of service. Motion carried with Jensch voting no.

Discussion and Recommendation on How to Administer Holiday Pay Where Differences Exist Between City Policy and Former Collective Bargaining Agreements – Similar to the issue in the

prior agenda item, administrative staff requested that Council provide it with direction with regards to two different Holiday Benefits administrative issues in which there is conflicts between the former union contract and the City's Personnel Manual. Council considered whether or not employees are eligible for holiday pay during probationary periods and the administration of the personal day benefit, formerly known as the floating holiday. Motion by Oswald, seconded by Jensch, to adopt the Personnel Committee's recommendation to allow employees under a probationary period to be eligible to receive Holiday Pay as with current practice. Motion carried unanimously.

Council indicated that they would like to revisit the issue of the personal day administration schedule during the future Personnel Manual rewrite process.

Motion by Nowakowski, seconded by Avol, to adopt the Personnel Committee recommendation to affirm the Personal Day administration policy currently set forth in the Personnel Manual. Motion carried unanimously.

Discussion and Action on Proposed Great Ideas Program to Encourage Employee Input –

Council is asked to consider a newly drafted program recommended by the Personnel Committee to encourage employee engagement by providing the opportunity to recommend ways to improve city service quality and efficiency. Council discussed the advantages to implementing the program and the means by which the program design would be finalized. Motion by Avol, seconded by Oswald, to approve the Great Ideas Program concept and to have City Administration finish design development. Motion carried with Kelly and Oswald voting no.

Discussion & Action on Resolution 14 – 002 Approval of the Bayfield County Hazard Mitigation Plan – The Council considered the approval of Resolution 14-002 for the formal

adoption of a hazard mitigation plan. Jan Victorson from the Bayfield County Emergency Management Office was in attendance to answer questions regarding the plan. This plan is required to be in place by FEMA and Wisconsin Emergency Management in order to be eligible for funding and grant programs. The plan, which was updated over the course of the last two years, identifies potential natural disasters and strategies on how to prevent loss of lives and property damage during such events. Council recommended a copy of the plan be provided to the library. Motion by Avol to approve Resolution 14-002, Seconded by Barnes. Motion carried unanimously.

Discussion & Action on Resolution 14 – 003 Designation of Single Polling Place–Each year, the City must formally designate voting locations for each of its voting wards. This resolution designates City Hall as the official polling place for all three of the City's Voting Wards. Motion by McGrath, seconded by Kelly, to approve Resolution 14-003. Motion carried unanimously.

Discussion & Action on Landscaping Plan for Washburn Welcome Sign on Southern STH 13 Entrance to the City – Council had tabled this issue during the February 10th meeting due to a lack of detail regarding materials that would be used in the project. Council reviewed the newly received detailed proposal from Latitudes Landscaping for landscaping work around City's "Welcome Sign" at the Southern Gateway to the City on STH 13. It directed City Administration to seek additional quotes with a reminder to set July 19th as the deadline for completion. No action was taken on this item.

Discussion & Action on West End Storm Water Management Design and Playground Relocation – Mayor Griffiths indicated that there has been some concern about the relocation of the

playground at Thompson's West End Park to accommodate stormwater barriers intended to help improve the park's beach quality. Council decided that they would wait for further information and recommendation from the park design consultant, Marek Landscaping, before deciding a course of action on this issue. Cammilleri noted to the Council and audience that the West End Park Design Charrette Meeting, intended to cover the design development related to this issue, will be held Wednesday, March 26, 2014 from 3:00PM to 7:00PM at the Bayfield County Annex EOC Room. No action was taken on this item.

Discussion & Action on the Approval of the Washburn Area Chamber of Commerce Special Event Application for the Board Across the Bay Event scheduled for July 25th through July 27th at West End Park – Nowakowski motioned, Barnes seconded, to approve the Board n Across the Bay event. Motion carried unanimously.

Discussion and Action on Bartender License Applications – # 44-15. Motion by Barnes to approve the Bartender License Applications # 44-15, seconded by Nowakowski. Motion carried unanimously.

Closed Session Items - Discussion on Personnel Matters regarding the Evaluation of the City Administrator, Consideration of a Purchase of Private Property Previously Sold to John and Ana Weinel (Tax IDs 32612, 32603, and 32607), and Potential Litigation Regarding Delinquent Personal Property Taxes. Motion by McGrath, seconded by Jensch that the Council go into closed session pursuant to Wisconsin State Statute §19.85(1)(c) for the consideration of the performance evaluation of the City Administrator; pursuant to Wisconsin State Statute §19.85(1)(e) for Deliberating or negotiating the purchasing of public properties previously sold to John and Ana Weinel; and pursuant to Wisconsin State Statute §19.85(1)(g) for the purpose of conferring with legal counsel concerning the strategy to be adopted by the body with respect to litigation related to delinquent personal property tax payments; and following which the Council may reconvene in open session to take any action that may be necessary on the closed session items. Motion unanimously carried on roll call vote to go into closed session at 7:16PM. Attendance in the closed session revealed all seven Councilors remaining present along with the Mayor, City Administrator, and Assistant City Administrator. The City Administrator and Assistant City Administrator were excused from closed session during the city administrator performance evaluation discussion.

Adjourn – Council adjourned from closed session and adjourned the meeting at 8:31PM on a motion by Avol, which was seconded by Oswald. Motion unanimously carried.

Kenneth J. Cammilleri
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30PM

Committee Members Richard Avol, Mary McGrath and Mary Nowakowski reviewed monthly expenditure vouchers.