

April 14, 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 Administrator Kenneth Cammilleri; City Attorney David Siegler; Library Director C. Darrell Pendergrass; and Ambulance Director Dan Clark.

Excused Absence: None

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

Approval of Minutes – City Council Meeting – March 10, 2014 – Motion by Avol to approve Record of Official Proceedings for the March 10th City Council Meeting, 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 Nowakowski. Motion unanimously carried on roll call vote of all seven Councilors in attendance.

Public Comment – There was no public comment.

Mayoral Announcements, Appointments, or Proclamations –

Mayor Griffiths announced that there are several committee vacancies and requested that anyone who is interested in serving in any of these openings to contact him.

The Mayor also introduced a proclamation recognizing a visit to the Chequamegon Region by author Torbjörn Lahti on May 1, 2014. Mr. Lahti will be promoting his new book, “My Journey with the Ecomunicipalities: How to Change the World through Local Action.”

Washburn Library Annual Report Presented by Library Director Darrell Pendergrass - Director Pendergrass presented his yearly report to the Common Council regarding the Washburn Public Library’s checkout activity, finances, budget, recent grant projects, and the new Seed Library. This was also provided to the Wisconsin Department of Instruction. Barnes Motioned, Kelley seconded, to accept the 2014 library report. Motion carried unanimously.

Discussion Regarding the Potential Transfer of John’s Prime Steak Pit, Inc. Patio Lease –The Steak Pit is currently up for sale and the owners have expressed concerned about the likelihood of being able to transfer over the current lease agreement for the restaurant’s existing patio space, which is partly constructed on city-owned property. The owners also wanted to know if the new owners would be able to be granted a 15-year lease period, similar to the existing lease. Motion by Oswald, seconded by Kelly, to open the floor. Motion carried unanimously. Edith Deutch spoke on behalf of the Steak Pit, Inc. The Council indicated that they would have no objections to approving the reassignment of the lease or potentially arranging a new lease agreement with a 15 year lease period. No formal action was taken on this issue.

Discussion & Action on Landscaping Plans and Quotes for Washburn Welcome Sign on Southern STH 13 Entrance to City - Council had tabled this issue during the March 10th meeting

after directing staff to obtain additional quotes for the project with a reminder to set July 19th as the deadline for completion. Council reviewed the resubmitted detailed proposal from Latitudes Landscaping and a new proposal from Earth Sense Landscaping for landscaping work around City's "Welcome Sign" at the Southern Gateway to the City on STH 13. Motion by Nowakowski, seconded Jensch, to approve the Earth Sense proposal. Motion carried unanimously.

Discussion and Action on Request for Snowblower Purchase for Skating Rink – Meeker and Ketchum Petitioners – McGrath motioned, Jensch seconded, to approve the reimbursement of \$950.00 for the purchase of a snowblower for the Ice Rink with the condition that the machine is stored at a City facility. Motion carried unanimously.

Discussion and Action on Application for Zoning Ordinance Amendment for Fence Height and Setbacks on Corner Lots – Evelyn Dax Petitioner – This proposed change would amend the existing ordinance to allow fences in a side yard when a property is on a corner lot. Jensch motioned, Nowakowski seconded, to refer the matter to the Plan Commission. Motion carried unanimously.

Discussion and Action on Job Descriptions, Approval of Hiring Process, and Authorization to Hire Public Works Director Position - Motion by Avol, Jensch seconded, to approve the job description, hiring process, and to authorize the hire of a new Public Works Director. Kelly motioned to amend the motion on the floor, Jensch seconded, to include in the term "ecomunicipality" within the Public Works Director job advertisement. Motion carried with Avol, McGrath, and Nowakowski voting no. The amended motion carried unanimously.

Discussion and Action on Approval of Part-Time Daytime EMT Job Description and Authorization to Hire for Part-Time Daytime EMT Positions - Ambulance Director Clark answered questions regarding the new positions. Motion by Jensch, seconded by Nowakowski, to approve the job description and the hiring of two or more EMTs for up to 2088 hours at \$8.00/hr. Motion carried unanimously.

Approval of Seasonal Campground/Ice Rink Attendant Job Description – Avol motioned, McGrath seconded, to table the issue to allow the City Administrator to develop a change to the job description to include maintenance of the Ice Rink.

Discussion and Action on Bartender License Applications – # 46-15. Motion by Barnes, seconded by McGrath, to approve the Bartender License Applications # 46-15. Motion carried unanimously.

Closed Session Items - Discussion on Personnel Matters regarding the Evaluation of the City Administrator. Motion by Jensch seconded by Kelly 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. Motion unanimously carried via roll call vote to go into closed session at 6:55PM. Attendance in the closed session revealed all seven Councilors remaining present along with the Mayor. The City Administrator and Assistant City Administrator were excused from closed session.

Adjourn – Council adjourned from closed session and adjourned the meeting at 7:18PM on a motion by McGrath, seconded by Barnes. 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.