

July 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, City Attorney David Siegler, and City Treasurer Tammy DeMars.

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 – June 9 and June 16, 2014 – Motion by Barnes to approve Records of Official Proceedings for the June 9th and June 16, 2014 City Council Meeting, seconded by Nowakowski. 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 – Betty Schell of 527 E. 3rd Street, request the Council to get notification out to pet owners that their dog must be leashed and feces must be cleaned up; this should be enforced and everyone who doesn't follow the ordinance should be fined.

Mayoral Announcements, Appointments, or Proclamations – Mayor Griffiths announced he is nominating Beth Nickels of the Washburn Hotel to replace Leila Fischer on the Room Tax Commission. McGrath moves to accept the nomination of Beth Nickels, second by Kelly. Motion carried unanimously.

Griffiths than gave a brief recap of the recent conferences he has attended. The BALLE Conference in Oakland CA, which focused primarily on small scale manufacturing jobs, use of shared spaces and the challenges between urban and rural development. The Great Lakes Seaway Conference in Thunder Bay is a group of Mayors from along the Great Lakes, the focus at this year's conference was preparing for major disaster events both global and manmade.

The Mayor also encouraged Council members to attend the public meetings on the Zoning Code re-write; reports that UW-Extension is hosting a Preparing for Aging event at the Great Lakes Visitor Center on July 24th, if anyone is interested in attending Mayor Griffiths has the invitation. The City will be host for React 2014 between the U.S and Sweden, an individual from Sweden will be spending three weeks in the City, although the City has no commitment the Mayor will be helping him or her to find a place to stay and some type of office space to use while here.

Public Hearing(s) and Council Action –

Zoning Ordinance Amendment #14-008 – Reducing the Number of Members on the Historic Preservation Commission – No public comments made. Motion by Barnes, seconded by Jensch, to approve Zoning Ordinance Amendment #14-008 Reducing the Number of Members of the Historical Preservation Commission from 7 members to 5 members. Motion carried unanimously.

Discussion & Action on Resolution 14-005 – Combination of Wards for August 12 and November 4 Elections – Avol moved and Jensch seconds to approve Resolution 14-005 Combining the Wards and Single Polling Place for August 12th and November 14th Elections. Motion carried unanimously.

Discussion & Action on Proposed Water and Sewer Utility Credit Policy - Council reviewed draft document, Kluver asking if the Council wants this to apply only to both residential and business and if so they may want to use a percentage rule instead of a dollar rule. It was agreed business should be included, instead of using the \$500.00 rule use a percentage of 300% of usual usage and the \$500.00 rule for individuals that do not have a history; add a sentence that if a contractor was used we can contact them for information, and customer may only receive one credit per property every 20 years. Motion by Nowakowski to adopt the Water and Sewer Utility Credit Policy with the changes discussed, second by McGrath. Motion carried unanimously.

Discussion & Action on Proposed Designation of Unfit Dwelling at 221 S. 9th Avenue West (ID #33882) – Assistant Administrator Cammilleri is requesting this mobile home be condemned as unfit for human habitation under Ordinance 15-49. The home lacks utility service and is in an extreme advanced state of decay and dilapidation; sanitary conditions inside the home may pose a serious hazard to the health, safety and welfare of any occupants or the public. Motion by Jensch to approve the designation of unfit dwelling to the home located at 221 S. 9th Ave., West, second by Nowakowski. Motion carried unanimously.

Discussion and Action on Proposed Project Amendments and Budget Amendments to Thompson’s West End Beach Improvement Project – Phase 1 Municipal Stormwater Conveyance Swale - This project has had several issues and setbacks which has caused it to go over budget. Miller Engineering Scientists are the project engineers and City Administration has meet with them and made our dissatisfaction clear. Our contract with M. Jolma Construction is approximately \$20,000.00 over the original budget; this is of no fault of theirs. There are several issues with the project as outlined in Cammilleri memo to the Council. There are two options to look at, but neither of the options will do what we set out to do originally. Currently the project has been put on hold; but the project must be completed by the end of 2014 as this is being funded in part by GLRI Grant Funding. UW Oshkosh wants to start Phase #2; this can’t be done until Phase #1 is completed and Miller Engineering Scientists are scheduled for Phase #2 also. Council doesn’t want to work with Miller Engineering and will not use them for any further work. Kluver will have to notify UW Oshkosh that we will not use them for Phase #2 and look into the contract for Phase #1 as he believes we would have to go to mediation or allow them to finish phase #1. Motion by Kelly to send back to City Administration to hire a third party stormwater specialist to review and give us their opinion, second by Jensch. Kluver ask for clarification on a spending limit for the third party. Motion amended to include authorization to spend up to \$10,000.00 for the engineer; anything over that would need to come back to Council for approval, Jensch accepts amendment. Motion carried unanimously.

Temporary Class “B” Retailers License for Washburn Cultural Center, Superior Artist Gallery The Many Faces of Art, August 7, 2014 – Applicant requested, prior to the meeting the date be changed to August 14, 2014. Motion by Barnes to approve the Temporary Class “B” Retailers License for Washburn Cultural Center, Superior Artist Gallery for August 14, 2014, second by McGrath. Motion carried unanimously.

Bartender License Applications –53-15 & 54-15, and 44-16 & 45-16– McGrath motioned, Jensch seconded to approve the new Bartender License Applications numbers 53-15 through 54-15 and renewal applications 44-16 through 45-16. Motion carried unanimously.

Continued Discussion on Potential Borrowing for Capital Improvement Items/Potential Uses of TID #2 Funds – as of tonight’s meeting there has not been a lot of reactions to the letter sent out on the proposed borrowing and tax increase. There are several tax payers that are not thrilled with it but

understand the need and a couple that don't think we shouldn't do it at all. Nowakowski would like to be sure we won't be in the same position in the future; she then gave a brief power point presentation showing a small area within the City that if improvements were made in these areas alone how much we could increase the tax base of the City. She would like to see the Council come up with some sort of plan to increase the economic development of the City over several years and be able to present this to the constituents. The other issue that was discussed but not placed on the list to borrow for was the Weinel property; this is the vacant land across from Stage North, it was originally purchased from the City and we retained the right to purchase back for the same price if development didn't occur. Kluver reports TID #2 dollars could be used for this project. We would need to actively look for some type of development to get it back on the tax roll. Council instructed Kluver to keep the process moving by having the resolution(s) in place to solicit borrowing money for the Weinel property and resolution need to start the borrowing process for the Outlay projects as discussed; using the high end of 1.5 million and include a list of items to be purchased with the funds for approval at the August Council Meeting. It was also discussed that the Council could come up with a one page outline of goals to show how they will work to increase the tax base so we don't have to borrow again.

Adjourn –adjourned the meeting at 8:02PM on a motion by McGrath, seconded by Jensch. Motion unanimously carried.

Tammy L. DeMars
Treasurer

FINANCE COMMITTEE MEETING 4:30PM

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