

November 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 City Attorney David Siegler.

Absent: 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 – October 13, 2014 – Motion by Avol, seconded by McGrath, to approve Records of Official Proceedings for the October 13, 2014 City Council Meetings with correction to the spelling of Mr. James Bodin’s name under the DuPont Park Neighborhood vacation request. Motion was unanimously carried.

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

Public Comment – There was no public comments.

Mayoral Announcements, Appointments, or Proclamations –

Mayor Griffiths extended thanks to all of our community’s veterans for their service. He also noted that the City’s offices will be closed November 11th in observance of Veteran’s Day.

Mayor Griffiths reported that the City received 985 ballots in the last election that took place on November 4, 2014. He thanked everyone who came out to vote.

Mayor Griffiths offered the appointment of Jon Wheeler to fill the current vacancy on the Washburn Development Authority. Motion by McGrath, seconded by Jensch, to approve appointment of Jon Wheeler to the Washburn Development Authority. Motion carried.

Discussion and Action on Draft Map of Easement Allowing for the Extension of Jones Road, Nancy Rigelhof, Petitioner – Motion by Avol, seconded by McGrath, to approve the Map of Easement for the extension of Jones Road; Map No. CSM 2643. Motion carried.

Discussion and Referral to the Plan Commission –

Conditional Use Permit Application for Additional Accessory Structure at 415 E. 3rd Street, Randy Lund - Petitioner -

Conditional Use Permit Application for Home Occupation Permit for Proposed Residential Structure Located on Tax ID 32873 (1100 Block of West) Third Street, Jonathan Walburg, Petitioner -

Randy Lund and Jonathan Walburg were both present for discussion of these items. Both were advised by the Council to attend the next Plan Commission meeting where their requests will be reviewed in greater detail. Council indicated that they preferred to have the Plan Commission review both requests before taking them up for discussion and approval. Jensch motioned, Barnes seconded, to refer the Lund and Walburg Conditional Use Permit Applications to Plan Commission for review and recommendation. Motion carried.

Public Hearing, Discussion, and Action on Plan Commission Recommendation to Approve Ordinance 14-012 for the Purpose of Regulating the Location of Mobile Service Support Structures and Facilities - Avol motioned, Nowakowski seconded, to open the floor for the public hearing regarding Ordinance 14-012. Motion carried. There was no public comment. Avol motioned, Jensch seconded, to close the floor. Motion carried. Attorney Siegler explained to the Council what may be legally considered in terms of regulating cellular/antenna towers and recent statutory changes that limit zoning regulations in this area. Jensch motioned, McGrath seconded, to approve Ordinance 14-012 for the Purpose of Regulating the Location of Mobile Service Support Structures and Facilities. Motion carried with Kelly dissenting.

Discussion and Action on Ordinance 14-013 Establishing a Permit Fee for the Location of New or Substantial Modification of Mobile Service Support Structures and Facilities - Motion by Avol, seconded by Nowakowski, to approve Ordinance 14-013 for Establishing a Permit Fee for the Location of New or Substantial Modification of Mobile Service Support Structures and Facilities. Motion carried with Kelly dissenting.

Public Hearing - Discussion & Action – 2014 (payable 2015) Municipal Tax Levy - Motion by Avol, seconded by Oswald, to open the floor for public hearing regarding the City's 2014 Tax Levy. Motion carried. There was no public comment. Motion by Avol, seconded by Jensch to close the floor. Motion carried.

General Fund, Debt Service & Capital 2015 Budget Issues & Line-Item – Adjustments – The Council offered no adjustments or changes to the proposed budget.

Action on Resolution #14-016 - County Library Levy Exemption - Under state law, municipalities with public libraries can be exempt from the county library tax if they fund their own libraries. Because the City funds its library, this Resolution prevents the County from levying an additional property tax to obtain this funding. Motion by Barnes, seconded by Nowakowski, to approve Resolution #14-016 for the County Library Levy Exemption. Motion carried.

Action on Resolution #14-017 - Adopting the 2014 Tax Levy - Administrator Kluver explained to the Council that he projects that, if the levy is approved as proposed, the City portion of the tax bill will increase by 11.13 percent with a mill rate of \$8.07 per thousand dollars of assessed value. However, regardless of this increase, Kluver indicated that he was projecting that the overall tax bill will be flat or possibly a little lower because of the State's recent changes to its technical college funding formula. Motion by Avol, seconded by McGrath, to approve Resolution 14-017 – Adopting the 2014 Tax Levy. Motion carried.

Council was reminded by staff that one more resolution for adopting budget expenditures, rates of pay for employees, and the TID#2 Budget should be expected at the December Council Meeting.

Discussion and Action on Final Engineering Plans for Wastewater Treatment Plant Upgrade Projects and Authorization to Bid, Paul Gont P.E. – Presenter – Mr. Gont was not available to present on this item. Motion by McGrath, seconded by Barnes, to approve the Waste Water Treatment Plant upgrade plans prepared by SEH, Inc. and to authorize the bidding process. Motion carried. This issue will come back to Council for further consideration of additional project alternatives for further recommended improvements beyond those that have been prioritized, if bids come in low enough to include additional improvements within the project budget.

Discussion and Action on Resolution #14-018 A Revised Resolution for the Borrowing of \$500,000 for the Treatment Plant Upgrade Project, Public Works and Fire Department Equipment, Construction Repairs and Improvements to Various City Buildings and grounds, and Potential Purchase of Land – Motion by McGrath, seconded by Jensch, to approve Resolution #14-018 for the purpose of borrowing \$500,000 for the Waste Water Treatment Plant Upgrade Project; Public Works and Fire Department equipment; construction, repairs, and improvements to various City buildings and grounds; and potential purchase of land. Motion carried.

Discussion and Action on Map of Survey for Parcel Transfer 600 Block of West 7th Street, Tom Gaber– Petitioner - Motion by Avol, seconded by McGrath, to approve the survey for a parcel Transfer on the 600 Block of West 7th Street for Lots 11-17 and that part of the adjoining ½ of the vacated alley located in block 2 of Vaughn and Austrian Addition to the Original Town Site of the City of Washburn. Motion carried.

Introduction & Discussion on Proposed 2015 Water and Sewer Utility Budgets -

Action on 2015 Sewer Utility Rates - This rate change sets a 5% increase in volume charges for a rate of \$8.25 per 1,000 gallons of water used. Avol motioned, Nowakowski seconded, to approve the proposed 2015 utility rates. Motion carried.

Action on Tentative Approval of 2015 Water & Sewer Utility Budgets - Motion by Nowakowski, seconded by McGrath, to tentatively approve 2015 Water and Sewer Utility budgets. Motion carried.

Discussion and Action on Approval of Part-Time Custodian Job Description - Motion by McGrath, seconded by Barnes to approve the Part-Time Custodian Job Description. Motion carried.

Alcohol Licensing Matters

Discussion and Approval of Bartender License Applications – 52-16 through 54-16 – Motion by McGrath, seconded by Nowakowski, to approve Bartender License Applications 52-16 through 54-16. Motion carried.

Discussion and Action on Proposed Lease of City Land in the 200 Block of Woodland Drive for Temporary Cell Tower, Norvado – Petitioner – The petitioner withdrew their lease request. This item was skipped and no action was taken.

Closed Session per 19.85(1) (e) on Proposed Lease of City Land in the 200 Block of Woodland Drive for Temporary Cell Tower, Norvado – Petitioner – The petitioner withdrew their lease request. This item was skipped and no action was taken.

Adjourn –The meeting was adjourned at 6:30PM on a motion by Avol, seconded by Nowakowski. Motion 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.