

January 12, 2015 CITY OF WASHBURN COMMON COUNCIL MEETING

Present: City Council Members: Richard M. Avol, Linda S. Barnes, Kristy M. Jensch, Christine M. Kelly, 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: Councilor Mary McGrath

Call to Order - Meeting called to order at 5:31PM by Mayor Griffiths. Roll call attendance depicted five members of the Common Council in attendance. Quorum of the Council recognized. **Pledge of Allegiance.**

Approval of Minutes – City Council Meeting – December 8, 2014 – Motion by Jensch, seconded by Oswald, to approve Records of Official Proceedings for the December 8th City Council Meeting with correction to the to the Motion made to approve Ordinance 14-014 to have been made by Jensch and the changing of the word “fee” to “free” on page 3. Motion was unanimously carried.

Councilor Kelly arrived 5:33pm.

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 six Councilors in attendance.

Public Comment – There was no public comments.

Mayoral Announcements, Appointments, or Proclamations –

Mayor Griffiths noted that Council should take an opportunity to gain familiarity with the proposed zoning code rewrite currently reviewed by the Plan Commission. Council requested staff send Councilors notice of relevant Plan Commission meetings when provisions are discussed and requested that the minutes get sent to them.

The Mayor extended his thanks to the Breveks for opening ski trails at the Lake Superior Golf Course. He also extended his thanks to the Swistons who will be accepting fees to use the trails at Washburn Hardware. He noted that there are both annual and daily use fee options available.

Update the Council on EMT Intensive Training in North Carolina – The Mayor recently completed a 19 day intensive EMT-Basic training course in North Carolina and is taking shifts as a trainee with the City’s Ambulance Service. He must complete 10 runs with at least 2 other EMTs in order to complete his training period with the service.

The Mayor spoke the Council regarding the cost of this training. He indicated that the remaining training budget was used to fund this activity as an exploration of possibly using the option of taking an intensive training course rather than the traditional course available through WITC. The Mayor also indicated that he will be looking to the feasibility of organizing an intensive class in the region.

Discussion and Action on Resolution 2015-01 – Joining the Wisconsin League of Municipalities Partnership for Prosperity – This resolution would show that the City supports the League of Wisconsin Municipalities agenda for lobbying the State of Wisconsin. Motion by Jensch, seconded by Barnes, to approve Resolution 2015-01. Motion carried.

Discussion & Action on Request to Expand Area Used Near West End Park Boat Landing for North Coast Community Sailing (NCCS) - Motion by Avol, seconded by Nowakowski, to open floor. Motion carried. Scott Armstrong, Jeff Lewis and Jason Holt spoke on this issue. The NCCS offered a request to the Council to stage their program equipment west of the West End Boat Launch, adjacent to the wood and concrete bulkhead. Motion by Oswald, seconded by Jensch, to permit for North Coast Community Sailing to locate equipment and shed for the summer of 2015 in Thompson’s West End Park based on the conceptual drawing indicating a location between the boat launch and the wooden fish contingent on receipt of Certificate of Insurance and approval of the City Administrator with the understanding to condense the location of equipment and shed. Motion carried with Nowakowski voting no. Motion by Oswald, seconded by Avol, to close the floor. Motion carried.

Request to Purchase City Lot #31, Property Inventory List – Taylor Pearson, Washburn Iron Works – Motion by Avol, seconded by Jensch, to open floor. Motion carried. Taylor Pearson, 719 Superior Avenue, representing the Washburn Iron Works requested the Council to consider an offer to purchase of lot #31 in the City’s land inventory located in the Washburn Business Park for \$10,000.00. Mr. Pearson indicated that the land will be left as is until they are ready to develop and would allow the area to be used for parking for the park and that the Washburn Iron Works would donate \$20,000 to the City to relocate the adjacent baseball field to another location. The Washburn Iron Works would like to expand, but have zoning barriers in terms of the amount of green space. The foundry’s current facility has about 48,000 sq. ft. Motion by Oswald, seconded by Avol, to close floor. Motion carried. Council elected to continue the discussion of this issue in Closed Session as noted in the meeting agenda.

Discussion & Action on Placement of Bat Houses Within Thompson’s West End Park and Walking Trail – The US Forest Service has approached the City to with a request for permission to locate bat houses in Thompson’s West End Park. The cost of the bat houses and materials would be paid for by the Forest Service. The City would be responsible for occasional maintenance as needed. Motion by Barnes, seconded by Kelly, to approve placement of four Bat Houses in Thompson’s West End Park based on the site plan presented with the addition that educational information be provided at the park kiosk. Motion carried with Nowakowski voting no.

Discussion & Action on Special Event Request for West End Park Pavilion and Surrounding Area for Lake Superior Vistas Bike Tour June 27, 2015 Motion by Avol, seconded by Kelly, to approve a Special Event Request for use of Thompson's West End Park and neighboring streets for Lake Superior Vista Bike Tour for June 27, 2015 contingent on the receipt of a Certificate of Insurance for the event. Motion carried.

Alcohol Licensing Matters

Temporary "Class B" and "B" Retailers License for Washburn Chamber of Commerce, at Thompsons's West End Park, Washburn Board Across the Bay Event, July 25 and 26, 2015

Bartender License Applications – 55-16

Motion by Barnes, seconded by Nowakowski, to approve a Temporary "Class B" and "B" Retailers License for Washburn Chamber of Commerce, at Thompsons's West End Park, for the Washburn Board Across the Bay Event held on July 25th and July 26th of 2015; and to approve Bartender License Application 55-16. Motion carried unanimously.

Discussion and Action on Personnel Manual Updates: Boot Allotment for Public Works Staff, Meal Reimbursement Policy, and Part-Time Employee Benefits - Motion by Avol, seconded by Kelly, to approve personnel manual updates to include new boot allotment policy with \$150.00 reimbursement per employee, an update to the Meal Reimbursement Policy based on the Consumer Price Index, and the inclusion a new City policy regarding the qualifications and administration of compensatory part-time employee benefits. Motion carried unanimously.

Discussion & Action on Washburn Professional Police Association Local #201 Contract for 2015-2017. Motion by Avol, seconded by Nowakowski to approve contract. Motion carried unanimously.

Discussion & Action on 2015 Salaries/Wages for Full and Permanent Part-Time Non-Police Staff – Motion by Nowakowski, seconded by Barnes, to approve the proposed 2015 salary schedule with 2.25% for full and permanent part-time non-police staff. Motion carried.

Closed Session Items - Request to Purchase City Lot #31, Property Inventory List – Taylor Pearson, Washburn Iron Works and Discussion & Action Compensation for Assistant City Administrator Position - Motion by Jensch, seconded by Kelly, to go into closed session pursuant to Wisconsin State Statute §19.85(1)(c) considering compensation of any public employee over which the governmental body has jurisdiction for discussion of the Assistant City Administrator's salary and Wisconsin State Statute §19.85(1)(e) for the deliberating or negotiating the purchasing of public property, the investing of public funds, or the conducting other specified public business whenever competitive or bargaining reasons require a closed session to discuss the potential sale of property to the Washburn Iron Works; following which the Council may reconvene in open session to take any action that may be necessary on the closed session items. Motion carried upon roll call vote with Avol voting no. Council adjourned into Closed Session at 7:00pm with Mayor Griffiths, Attorney Sieglar, Administrator Kluver, and Assistant Administrator Cammilleri in

attendance. Cammilleri was excused for the discussion of Assistant City Administrator compensation.

Adjourn – Motion to leave closed session and to adjourn meeting at 8:05PM by Oswald, seconded by Kelly. Motion carried.

Kenneth J. Cammilleri
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30PM

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