

May 11, 2015

CITY OF WASHBURN COMMON COUNCIL MEETING

Present: City Council Members: 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 six members of the Common Council in attendance. Quorum of the Council recognized. **Pledge of Allegiance.**

Approval of Minutes – City Council Meeting on April 13, 2015 and April 21, 2015 City Council Reorganization Meeting – Motion by Nowakowski, seconded by Jensch, to approve Records of Official Proceedings for April 13, 2015 with corrections and April 21, 2015 with corrections. Motion was unanimously carried.

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

Public Comment –

There was no public comment.

Mayoral Announcements, Appointments, or Proclamations –

National Nursing Home Week – Mayor Griffiths proclaimed May 10th through May 16th of 2015 National Nursing Home Week in recognition of citizens of Washburn and the area community who live in nursing homes. This year’s theme is “Bring on the Fiesta”.

Councilor Jensch noted her appreciation for nursing home facilities that serve the City of Washburn.

National Police Week – Mayor Griffiths proclaimed May 10th through May 16th of 2015 National Police Week in recognition of their service. The Mayor noted that he is very proud of how the Washburn Police Department conducts itself with the public and recognized them for putting their lives in danger to keep our community safe. The Mayor thanked them for their service.

Week of the Young Child – Mayor Griffiths proclaimed May 10th through May 16th of 2015 Week of the Young Child. The mayor noted that the Washburn Elementary School’s students will

parade down to City Hall for Cookies and juice on May 11 at 1:00PM, weather permitting, to sing in the City Hall Plaza, to hear the proclamation, to enjoy cookies and juice.

Emergency Medical Services Week – Mayor Griffiths proclaimed May 17th through May 23^h of 2015 Emergency Medical Services (EMS) Week

The Mayor noted that the City is looking for someone to serve on the Historical Preservation Commission (HPC). He noted that if there is anyone who is interested that they should contact him.

The Mayor appointed himself to serve as City Representative on the Joint Review Board for Proposed Tax Increment District (TID)#3 and noted that he will be recommending that the committee appoint Rick Geisen to be the Citizen Member. Motion by Jensch, seconded by McGrath to approve the appointment of the Mayor Scott Griffiths to the Proposed TID#3 Joint Review Board. Motion carried.

Public Hearing and Action on Ordinance #15-004 – Creating Setbacks for Taller Structures - Motion by Nowakowski, seconded by Jensch, to open the floor for Public Hearing regarding Ordinance 15-004 for the creation of Setbacks for Taller Structures. Motion carried. No from the public spoke on this issue. Oswald motioned, seconded by Jensch, to close floor. Motion carried. Motion by Barnes, seconded by Nowakowski, to approve Ordinance #15-004 for the Creation of Setbacks for Taller Structures. Motion carried.

Election of Council Plan Commission Member (2/3 vote required) – Motion by Jensch, seconded by Kelly, to elect Councilor Oswald to serve as the Council representative on the Plan Commission. Motion carried unanimously.

Discussion & Action on Certified Survey Map Approval - Habitat for Humanity, Petitioner - Council was requested to approve a Certified Survey Map for a division of a parcel (Tax ID # 33732) into two separate parcels. Habitat for Humanity is seeking to build two single family homes. Staff indicated that there was no conflicts with zoning regulations, but that there will be utility connection challenges regarding the development of at least one of the new parcels because the sewer mains on the 600 block of West 5th Street does not run the entire length of the road. Councilor Kelly noted that she would recuse herself due to her involvement with Habitat for Humanity. Motion by McGrath, seconded by Barnes, to approve a Site Certified Map for two parcels located in lots 3, 4, and 5 of Block 22 in Vaughn and Austrian's Addition to the City of Washburn, Bayfield County, Wisconsin. Motion carried.

Discussion and Action on Recreation Coordination Services Agreement with the School District of Washburn – The Council was requested to consider the approval of an agreement between the City and the Washburn School District to share the responsibility of administering the Youth Softball Program at the City's Athletic Complex. Motion by McGrath, seconded by Barnes, to approve the Recreation Coordination Services Pilot Project Agreement with the School District of Washburn, with the correction to two typographical errors. Motion carried.

Update and Discussion on Activities of West End Park Ad-Hoc Committee - Oswald and McGrath updated the Council on what the Committee's perspective of the project. The Council agreed to hold a

joint meeting with the West End Park Ad Hoc Committee on Monday, May 18th at 6pm at City Hall. *Next meeting to be set on the joint meeting agenda.* Council shared their content with the concept plan and supporting documents.

Discussion & Action on SEH Report on Potential Costs to Relocate Sewer Main to Allow for Iron Works Potential Construction – Council indicated their willingness to consider either option.

Discussion & Referral to Plan Commission on Concept Ordinance to Amend the Parking Code to Reduce the Number of Parking Spaces Required for Laundromats – Oswald motioned, McGrath seconded, to draft an ordinance to Amend. Goes to Plan Commission. Motion carried.

Discussion & Action on Concept Ordinance to Increase the Number of Allowable Chickens in the City from Four to Six in the R-3 and R-4 Districts – Kelly motions to change number of allowable chickens to 6 in all residential zoning districts except under conditional use permit for R-1, seconded by Jensch, Motion carried.

Discussion & Action on Concept Ordinance to Limit the Number of Dogs Per Household in the City – Motion to refer this item to the Plan Commission for discussion with regard to zoning code and reconcile it with the separate regulatory ordinance by Kelly, seconded by Jensch. Motion carried.

Discussion & Action on Concept Ordinance to Change Camping Restrictions on Private Property -

Oswald to approve, seconded by Barnes, to approve recommendations to change camping ordinance. Barnes Oswald, Nowakowski, McGrath voting yes and Jensch and Kelly no. Motion carried.

Discussion & Action on Ordinance #15-006 Authorizing the City Clerk to Issue Certain Alcoholic Beverage Licenses – Barnes, Nowakowski to approve Ordinance 15-006. Motion carried.

Discussion & Action on Amendment #1 to Agreement Between the Department of the Army and the City of Washburn for Design and Construction Assistance for the Wastewater Treatment Headworks Modification – Motion to approve amendment to authorize the Mayor and Clerk to authorize to make any further modifications, necessary and needed. Motion carried.

Alcohol Licensing Matters

Introduction of Annual Alcohol and Beer Garden License Renewal Applications

Barnes, McGrath to accept applications and notice. Motion carried.

Bartender License Applications – #61-16 thru #64-16, Renewals #01-17 thru #14-17

McGrath Nowakowski to approve, Motion carried.

Discussion and Action to Purchase Property on Harborview Drive – Oswald motion to accept

Nowakowski to accept

Closed Session Items –

Personnel Matters – Evaluation of City Administrator; Consideration to Purchase Property on Harbor View Drive (Tax ID 32609); and Consideration of Action Related to Recent WERC Decision – McGrath motioned, seconded by Jensch, to go in to go into closed session pursuant to Wisconsin State Statute §19.85(1) (c), (e), and (g) for continued discussion of the City Administrator’s performance, and for the consideration of purchasing property, and for personnel matters and conferring with legal counsel on matters which may lead to litigation following which the Council may reconvene in open session to take any action that may be necessary on the closed session items at 7:50PM. Motion unanimously carried upon roll call vote of all six members present.

Adjourn – Motion to leave Closed Session and adjourn meeting at 9:10PM by Jensch, seconded by McGrath. Motion carried unanimously.

Kenneth J. Cammilleri
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30PM

Committee Members Mary McGrath and Mary Nowakowski reviewed monthly expenditure vouchers.