

**August 15, 2016**

**CITY OF WASHBURN COMMON COUNCIL MEETING**

5:30PM Washburn City Hall

Present: City Council Members:

Mary McGrath, Kristy M. Jensch, Jennifer Maziasz, Jeremy Oswald, Linda S. Barnes, Mary Nowakowski, Robert Arquette

Municipal Personnel:

Mayor Scott A. Griffiths, City Administrator Scott J. Kluver, City Attorney Siegler, Assistant City Administrator Dan Stoltman

Excused Absence:

None

**Call to Order** - Meeting called to order at 5:30PM by Mayor Griffiths. Roll call attendance depicted seven (7) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized.

**Approval of Minutes – City Council Meeting July 11, 2016 - McGrath moves to approve the minutes of City Council Meeting July 11, 2016, second by Barnes. Motion carried unanimously.**

**Approval of Expenditures- A motion to approve the monthly expenditure vouchers made by Nowakowski, second by Maziasz. Motion carried unanimously on roll call vote of all seven (7) councilors in attendance.**

**Public Comment** – No public comment was made.

**Mayoral Announcements, Proclamations, Appointments** – Introduced photographer Bob Gross who will be taking pictures of the City and various City events to be used on the City website. Thanked all the people who volunteered to help clean up West End Park for Brownstone Days, and in particular Jamie Cook who organized the effort.

**Discussion and Action on Resolution #16-006 Declaring a State of Emergency in the City of Washburn** – No discussion took place. A motion was made by Maziasz to approve Resolution #16-006 declaring a State of Emergency in the City of Washburn, second by Jensch. Motion carried unanimously.

**Discussion and Action on Resolution #16-007 Authorizing the Renewal of a \$50,000 Line of Credit for the Washburn Marina Operations** – No discussion took place. A motion was made by Nowakowski to approve Resolution #16-007 authorizing the Renewal of a \$50,000 Line of Credit for the Washburn Marina Operations, second by Barnes. Motion carried unanimously.

**Discussion and Action on Resolution #16-008 Adopting the Capacity, Management, Operations and Maintenance Plan for the Sewer Utility** – Council member Nowakowski thanked DPW director for her hard work on the report. City Administrator Kluver stated that this was the first time this kind of report had been done by the City. Council member Oswald asked if the city could use a social media outlet to help inform the public on situations and projects the Public Works Department is working on. Council Member Nowakowski stated that the city should start thinking about how to budget for a future GIS system. A motion was made by Jensch to approve Resolution #16-008 Adopting the Capacity, Management, Operations and Maintenance Plan for the Sewer Utility, second by McGrath. Motion carried unanimously.

**Discussion and Action on Transfer of Development Agreement from Washburn Development LLC, Thomas D. Trudeau, and Warren Peterson to new owner(s) regarding property located at 126 West Bayfield Street** – This topic was pushed to the September Council meeting.

**Discussion and Action on Amendment to the Lease with Bayfield County for Placement of Communication Structure and Equipment on City Property** – It was stated by Mayor Griffiths that Bayfield County is exploring the option of constructing the communication tower without Verizon. It was stated that if the County constructs the

tower on their own, proceeds from the communication tower would go to covering the County's costs before any shared revenue with the City. Council member Barnes asked if the construction plans were still the same. It was stated that the assumption is that they would use the same plans, but that it was not certain and not part of the amendment. Council member Arquette asked what happens if 10% of the fees collected are not enough to meet expenses, and at the end of the lease or if the tower is no longer needed, is there enough money to close it all out? City Attorney Siegler stated that, yes, it is a risk. If the 10% isn't enough to meet major expenses, at the end of the lease term, the question for the city is if there is still a debit against the city's account, there is a risk that it would have to be paid off at that point. A discussion took place over the word "income" being used when referring to the 10% that the county would set aside. City Attorney Siegler stated that he assumed "income" meant "gross income", and it may be a good idea to have "gross income" replace the current "income" language and or have the exact meaning of the language explicitly stated in the amendment. A motion was made by Jensch to approve Amendment to the Lease with Bayfield County for Placement of Communication Structure and Equipment on City Property, and if possible to change the "income" language to "gross revenue", second by McGrath. Motion carried unanimously.

**Discussion and Action on Sidewalk Improvements at the Request of the Washburn School District –** Council Member Oswald abstains from the discussion due to the outcome potentially impacting him. Mayor Griffiths gave an overview of the issue and explained the pictures of the sidewalks and the various alternatives. It was stated that in the past, following the city ordinance, the cost of new sidewalks has been done by special assessment of the properties where new sidewalks would be put in. Council member Nowakowski stated that a special assessment on a vacant property could cost the owners more than the property is worth. A discussion took place on the maintenance of sidewalks and who should be responsible for maintaining and clearing them, especially in the winter. It was stated that perhaps the school could maintain the sidewalks in the winter or the work be subcontracted. Council member Barnes stated that the city should put sidewalks in where the school requested at 6th, 7th, and 8th street and assess property owners 40% and the city cover 60%, and the city wouldn't change the ordinance for future sidewalks, it would only be done in this situation because it's a public safety issue. City Attorney Siegler cautioned that practice because once the city does it in one place, people will expect the 60/40 to be done elsewhere. It was stated that turning 8<sup>th</sup> street into a one way between 3<sup>rd</sup> and 5<sup>th</sup> street should be part of the sidewalk discussion. It was decided that the city should begin to move forward on the special assessment process for sidewalks on 6th, 7th and 8th street. City Attorney stated he would begin to draft a resolution for the special assessment, and ordinance for 8<sup>th</sup> street becoming a one way between 3<sup>rd</sup> and 5<sup>th</sup> street. No motion was made.

**Discussion and Action on Allowing a Goose Control Hunt at West End Park / Treatment Plant Area -** A discussion took place on the previous goose control methods. Council member Barnes asked what happened to the methods previously suggested. Administrator Kluver stated that some methods were tried, but did not have much success, others were looked into but were not viable. It was stated that the geese taken during the hunt are used for food and not wasted. It was stated that the goose control method is only done by specific people under police control. It was stated that a notice would be published to make the public aware of the upcoming goose control method. A motion was made by McGrath to approve the Goose Control method at West End Park / Treatment Plant Area, and publishing a public notice of the method, second by Nowakowski. Motion carried 6-1 with Jensch opposed.

**Discussion & Action on Special Event Request for Wikdal Park on September 3, 2016 – Jonathan Walburg, Petitioner –** No discussion was had. A motion was made by McGrath to approve Special Event Request for Wikdal Park on September 3, 2016 – Jonathan Walburg, Petitioner, second by Barnes. Motion carried unanimously.

**Alcohol Licensing Matters, Bartender License Applications – #46 through 48 – 18 –** No discussion was had. A motion was made by Barnes to approve Bartender License Applications – #46 through 48 – 18, second by Arquette. Motion carried unanimously.

**Closed Session Items, Deliberating and Negotiating Property Purchase - ORIG TOWNSITE OF WASHBURN LOTS 8-10 & 2' ON SW SIDE OF LOT 11 BLOCK 45 IN V.1138 P.618 534, Tax ID**

**33221, Old Brokedown Palace LLC** – A motion was made by Barnes to go into closed session at 7:12pm for Deliberating and Negotiating Property Purchase - ORIG TOWNSITE OF WASHBURN LOTS 8-10 & 2' ON SW SIDE OF LOT 11 BLOCK 45 IN V.1138 P.618 534, Tax ID 33221, Old Brokedown Palace LLC, pursuant to Wisconsin State Statute §19.85(1) (e) deliberating or negotiating the purchasing of public property and for competitive reasons; following which the Council may reconvene in open session to take any action that may be necessary on the closed session items, second by Jensch. Motion carried unanimously by roll call vote.

**Adjourn** – A motion was made by Barnes to adjourn at 7:30pm, second by Arquette. Motion carried unanimously.

**Dan Stoltman**  
**Assistant City Administrator**

**FINANCE COMMITTEE MEETING 4:30PM**

Committee Members Mary Nowakowski and Jennifer Maziasz reviewed monthly expenditure vouchers.