

July 20, 2016

CITY OF BARRON, WI
MINUTES AND PROCEEDINGS OF THE COMMON COUNCIL REGULAR MEETING
TUESDAY JULY 19, 2016, 7:00 P.M.
CITY HALL, 1456 EAST LASALLE AVENUE, BARRON, WI 54812

1. Call to order

Mayor David Vruwink called the regular meeting of the City of Barron Common Council to order at 7:03 p.m. Councilperson Roll call: David Vruwink, Rod Nordby, Kevin Haller, Maureen Tollman, Tony Allen and Mark Thompson. Councilperson Mike Dietrich was absent. A quorum of six (6) was confirmed. Also present were City Attorney Andrew Harrington, City Administrator-Clerk/Treasurer Bob Kazmierski, Weld Riley Attorney Mindy Dale, Clifton Larson Allen Auditor April Anderson and members of the public. All joined to salute the flag. Mayor David Vruwink began the meeting with a prayer.

2. Public Comments

No public input

3. Presentation of 2015 Annual Audit and Financials Statements

April L. Anderson of Clifton Larson Allen, LLC presented the City of Barron's financial position of all government activities, enterprise funds, and proprietary funds for the year ending December 31, 2015. Highlights of the presentation include: discretionary funds are \$732,369; fund balance is 32.5% (25% to 33% is considered healthy); shared revenue is down from previous years; Special revenue funds (restricted) are at \$422,334; debt service fund balance is \$241,291; the total equalized value is \$126,737,100. Other key findings: limited segregation of duties, drafting of financial statements is done by outside sources (Clifton Larson Allen), need to do audit adjustments-end of year adjustments of accounts payable/receivable.

4. Presentation of Roles and Responsibilities of Elected Officials

Mindy Dale of Weld Riley, S.C. presented the Common Council with information regarding working effectively as managers and decision makers. The Council serves as the legislative branch of city government whereas the Mayor serves as the executive branch. The Council sets policy ordinances, resolutions and budget. The Mayor ensures that local ordinances and state laws are observed and enforced. The Administrator/Clerk/Treasurer is the city's Chief Administrative officer who is responsible for the day-to-day operations and supervision of departments, except for Police, Fire and Library. Mrs. Dale also provided an information flow model and organizational chart. The Common Council recommended that a similar presentation be disseminated to city staff.

5. Consent Agenda

Motion by Nordby, seconded by Allen to approve the consent agenda, as follows:

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- a) Reading and Approval of Minutes from June 12, 2016 Regular Council Meeting
- b) Approval of Claims and Bills
- c) Approval of the recommendation from the Street Committee to reallocate funds from Streets and Alleys capital outlay account to Sidewalks and Crosswalks account
- d) Approval of operator licenses for DeeAnn Harris, Ashley M. Coleman, Kevin J Whitten, Mark W. Kline, the period of July 20, 2016 through June 30, 2017
- e) Approval of temporary operator license for Dennis E. King for the period ending September 20, 2016.
- f) Accept resignation letter of Randy Severson from Utility Commission
- g) Appoint Ken Peterson to the Utility Commission
- h) Approval of Plan Commission recommendation to reduced pavement setback from the east side-yard property line to serve as a buffer for proposed Cobblestone Inn.

Roll Call Vote:

Voting in Favor: Nordby, Haller, Tollman, Allen and Thompson

Voting against: none.

Absent: Dietrich

5 ayes, 0 nays, Motion carried unanimously

6. Discussion and possible action of donating Middle School concession building to Barron Area School District

The Barron Area School District would like to refurbish and use the concession building for mostly storage and possible bathroom. The old concession building and Hockey building are city owned. It is the recommendation of the Building/Property/Parks committee to, if School Board approves to accept, donate the old concession building to the School District. Thompson moved to approve the recommendation of the Building/Property/Parks committee, second by Tollman, voice vote: Ayes-5 Nays-0 Motion carried.

7. Discussion and possible action of future use of old Hockey building and Land

The Building/Property/Parks toured the old Hockey building and discussed its future use. There is a need for renovation and a cost estimate of the renovation is needed. The School District and City could possibly share the cost of estimating renovations with the School District responsible for the cost estimate of the exterior of the building and the City responsible for the interior. The Common Council discussed a shared use of the building and possible maintenance agreement. Motion by Haller to inspect interior of old hockey rink and begin cost estimate of renovation, second by Thompson, voice vote:

 Ayes-5 Nays-0 Motion carried.

8. Project update of Rolling Oaks Golf Course Parking Lot Improvements

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Project manager Sheryl Claflin, President, CBS Squared, Inc., has been collaborating with Cobblestone in site planning with golf course parking lot improvement project. In particular, lighting was not part of the developer's agreement and she is working with Cobblestone on consistent lighting features. Total of 98 parking stalls. Pre-construction meeting was held on July 19th, 2016 and scope of work was distributed to potential contractors. Bid-opening will take place on July 28th, 2016. Many large oak trees need to be removed. Grading will take place on east side of lot with no retaining wall needed. Retaining wall will be needed by the new golf cart sheds, however. Storm water management requires a concrete flume which adds to the total project cost of approximately \$602,000. Developer's agreement states that Cobblestone is responsible for some of the access road costs. Mrs. Claflin shared three (3) options for monument signage of Rolling Oaks Golf Course. Alderperson Tollman asked about including Rolling Oaks Supper Club in new sign. Common Council asked Mrs. Claflin to provide dimensions and costs of all three sign options.

Barron Golf Club, Inc. received two (2) bids for Rolling Oaks storage shed demolition and removal. Special Common Council meeting will be held on Thursday, July 21, 2016 at Rolling Oaks Golf Course to discuss and award contract toward the removal of older golf cart/storage sheds

9. Approval to permanently close ATV trail within municipal Airport runway after November 1, 2016

The Airport Committee of the City of Barron met on Thursday, July 14th, 2016 and recommended to City Council to permanently close ATV trail after November 1, 2016 in/on Airport runway, not to include Runway Protection Zone, in order to determine and pursue alternative routes for ATV users. Airport motion was tabled. Motion by Allen to open the ATV trail until Nov 1, 2016, in order to determine and pursue alternative routes for ATV users, contingent upon proper signage of both North and South Side of the RPZ warning ATV users of risks, seconded by Thompson, voice vote: Ayes-5 Nays-0 Motion carried.

10. Approval of Barron Golf Club, Inc. original application for open "Class B" retail license for the sale of fermented malt beverages and intoxicating liquor

Motion by Allen to approve Class B retail license for Barron Golf Club, motion is not discussed or considered due to lack of second.

11. Committee Reports

Committee reports of meetings held since last month were presented

12. Set August Regular meeting date

August Common Council regular meeting date (August 9, 2016) conflicts with Fall Primary Election. Regular Meeting date of the Common Council will remain the same but be located in Chamber of Commerce Room

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13. Motion to convene in Closed Session

Motion by Haller, seconded by Tollman to begin closed session proceedings at 9:26 p.m. under WI §19.85(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercised responsibility. Roll Call Vote:

Voting in Favor: Nordby, Haller, Tollman, Allen and Thompson

Voting against: none.

Absent: Dietrich

5 ayes, 0 nays, Motion carried unanimously

14. Motion to adjourn from Closed Session and possibly take action on matters as discussed in Closed Session

Motion by Allen and seconded by Tollman to adjourn from closed session proceedings at 10:05 p.m.

Voting in Favor: Nordby, Haller, Tollman, Dietrich, Allen and Thompson

Voting against: none.

Absent: Dietrich

5 ayes, 0 nays, Motion carried unanimously

15. Adjournment

Duly moved to adjourn by unanimous consent at 10:16 p.m.

These minutes were taken at a regular meeting held on July 19, 2016 and entered in this record book, August 10, 2016.

Prepared by Bob Kazmierski, City Administrator-Clerk/Treasurer
City of Barron

FINAL DRAFT